

avila



1977/78



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CORRESPONDENCE

Mailing address:

Avila College
11901 Wornall Road
Kansas City, Missouri 64145

Visitors are welcome on the campus. Administrative offices are open Monday through Friday from 8 a.m. to 4:45 p.m. and on Saturdays from 8:30 a.m. to 12 noon. It is advisable that appointments be made in advance.

The college telephone number is (816) 942-8400. The college theatre box office telephone number is (816) 942-8408.

Accreditation

- North Central Association of Colleges and Secondary Schools
- Missouri State Department of Public Instruction
- Missouri State Board of Nursing
- National League for Nursing
- Council on Social Work Education, B.S.W.

Membership

- Association of American Colleges
- American Council on Education
- American Association of Colleges for Teacher Education
- American Association of Collegiate Registrars and Admissions Officers
- College Entrance Examination Board
- Mid-America College Art Association
- National Association of Independent Colleges and Universities
- Independent Colleges and Universities of Missouri
- Missouri Colleges Fund Committee
- National Association of Student Personnel Administrators
- Association of College and University Housing Officers
- National Entertainment and Campus Activities Association
- Alliance Francaise de Kansas City
- American Association of Colleges of Nursing
- American Theater Association
- Association of College Unions — International
- Association Montessori International
- National Council of Teachers of Mathematics
- National Association of College Admissions Counselors
- Missouri Association of College Admissions Counselors
- National Association of Student Financial Aid Administrators
- Midwest Association of Student Financial Aid Administrators
- Missouri Association of Student Financial Aid Personnel



CALENDAR 1977-1978

FIRST SEMESTER, 1977-1978

August 23-24

*Evening Registration for part-time students

August 25

Resident Students arrive. Residence Halls open.

August 26

*Registration for full-time students and part-time students who could not register on August 23-24

August 25-28

All-campus Orientation

August 29

Classes begin

September 5

Labor Day (no classes)

September 9

Moss of the Holy Spirit

October 13

Lost day for filing Application for Degree

October 14-16

Avilo Day and Mid-semester Break (no classes)

October 17

Classes resume

November 8

Preregistration for second semester (no classes)

November 22

Thanksgiving recess begins after lost class

November 23

Residence Halls Close

November 27

Residence Halls Open

November 28

Classes resume

December 12

*Registration for second semester for full-time students and part-time students who cannot register on January 9-10

December 12-17

Final Week Sessions

December 17

Christmas recess begins after lost session

End of first semester

Residence Halls close

SECOND SEMESTER, 1978

January 9-10

*Evening registration for part-time students, transfer students, and full-time students who could not register on December 12.

January 11

Resident Students arrive

January 12

Classes begin

March 4

Mid-semester date

March 15

*Preregistration for first semester of 1978-79 (no classes)

Senior Comprehensive Examinations

March 17

Easter/Spring Break begins after lost class

Residence Halls close

March 28

Residence Halls open

March 29

Classes resume

April 29-May 5

Final Week Sessions

May 5

End of second semester after lost session

May 5-6

Commencement Weekend

May 7

Residence Halls close

SUMMER SESSION, 1978**

June 8

*Evening Registration for summer session

June 9

Residence Halls open

*Day Registration for summer session

June 12

Summer classes begin

August 4

End of summer session after lost class

Residence Halls close

*Alphabetical registration times will be published on the class schedule for each session.

**Some special classes and workshops will begin in May, 1978.

THE COLLEGE

HISTORY OF AVILA COLLEGE

Avila College was founded by the Sisters of St. Joseph of Carondelet who participate in the social mission of the Church by ministering to the needs of society through education.

Chartered in 1916, the first private college for women in Kansas City, and known as the College of St. Teresa, it offered a two-year liberal arts program leading to an Associate of Arts degree. In 1940 it became a four-year college; in 1946 it was accredited by the North Central Association and has maintained its standing since that time.

The rapid growth of the college decreed an expansion of buildings and curriculum. In 1963 the college moved to a new suburban campus, under the name of Avila (honoring Teresa of Avila), at 119th and Wornall Road. When the first two buildings were completed classes began at the new location. In 1969 the college became coeducational and began accepting men as full-time students. Today seven buildings make up the campus: the academic building, administration building, student center, faculty residence and chapel, theatre/nurse education complex and two residence halls. A new library will be completed in December, 1977.

PHILOSOPHY

Avila College, sponsored by the Sisters of St. Joseph of Carondelet, is an academic community dedicated to the liberal arts and responsive to the needs of professional areas.

A Catholic college that seeks to provide for the intellectual, spiritual and social growth of all its members, Avila includes men and women of many faiths and welcomes a diversity of religious convictions.

The administration, faculty and staff work together with students to create an environment wherein the quality of Christian hope permeates and enlivens an objective search for truth.

Thus the Avila student is enabled and encouraged to develop a set of values that will allow him to grow in freedom and responsibility as he relates to contemporary social and moral issues.

A community of individuals, Avila provides an atmosphere of faith and support in which each person may gain insight into himself, his relationship with God and his place in service to the world community.



CAMPUS MINISTRY

Campus Ministry has a number of distinct and related goals. These include (1) promoting theological study and reflection of man's religious nature through the Religious Studies/Philosophy Department; (2) sustaining a Christian community on campus through Bible studies, prayer groups, worship services, films, speakers, and discussions; (3) integrating its ministry with the other departments, the local community, and the diocese, helping the campus community to serve both its members and those of the larger community. The Celebration of the Eucharist is scheduled at noon several days during the week, as well as on weekends, and this liturgy is often prepared by the students of special groups and departments. A full-time chaplain is on campus to counsel and advise students as well as to conduct the programs of the Campus Ministry.

COUNSELING, HEALTH AND RELATED SERVICES CENTRE

The Counseling, Health and Related Services Centre is dedicated to providing growth-enhancing experiences in the intellectual, affective, physical, psychological and social areas of life for all members of the college community. These experiences are provided through therapeutic, preventive, and educational-development services. These include Direct Service Programs, Career Development and Placement, Learning Resources and Health Services. Direct Services include individual and group counseling for educational, personal, and vocational concerns. Aptitude, interest, and personality tests are used by the counselors to further assist the student in resolving concerns brought to the individual or group session.

Career Development and Placement offers many services to enrich the educational experience and assist the student in developing and actualizing career/life goals. These services include: academic advisement for undecided majors; individual and group career counseling; Career Development course; Career Resource Centre; listings of full and part-time jobs, volunteer and internship opportunities; and career placement assistance.

Learning Resources are available to Avila students, providing compensatory and developmental programs which improve basic skill areas (e.g., mathematics, writing, reading, vocabulary, spelling, study skills) and enhance learning skills. Services include: the Learning Resource Centre, diagnostic testing, and study skills workshops.

Students are invited to come to the Centre on their own initiative as well as on a basis of referral by faculty and staff members. Students may make appointments either in person or by telephoning the Counseling and Related Services Centre. Faculty and staff members wishing to facilitate a referral may use a form provided by the Centre or may telephone directly.

Health Services are available to all Avila students. The Student Health Service is equipped to provide care for minor illnesses and in emergency situations.

In keeping with the educational mission of the college, the Health Service also offers seminars on preventive health care.

Every student under the age of 21 is requested to comply with Missouri State Laws by furnishing the Health Centre with a signed and notarized "Permission for Treatment" form. This enables the School Nurse and/or physicians to administer immediate medical treatment to a student in case of an emergency or serious illness, without first having to locate the student's parents, legal guardian, or spouse. In the event of an emergency or serious illness, the parent, legal guardian, or



spouse will be notified as soon as possible by the school.

All resident students will be asked to complete a medical history and information form. This form will be kept confidential and on file in the Health Centre. The Health Director may, based on a particular student's medical history, request detailed information from his or her physician.

In their own best interest the College advises that all students be covered by medical insurance. Although the College does not provide any such coverage, information is available regarding individual plans. All students are responsible for medical expenses incurred; the College will not assume responsibility.

STUDENT LIFE PROGRAM

Avila offers a variety of programs designed to meet the needs of our diverse college community. These programs encourage self-directed activity, giving maximum opportunity for self-realization and personal growth to develop persons as well as intellectuals.

The focal point of the Student Life program is Marian Centre, the college union. The hub of activity for all members of the college family — students, faculty, administration, alumni and guests, Marian Centre represents a well-considered plan for community life at Avila.

For additional information concerning organizations, programs or routes of involvement, please contact the Office of Student Life in Marian Centre.

STUDENT HOUSING

Avila College recognizes experience in daily living as having as profound an influence on individual growth and development as does classroom instruction. Because of this, Avila offers its students not only residence halls, but also a residence hall program.

The residence halls are designed with double occupancy rooms and general lounge areas on each floor. The residence hall program extends beyond the basic necessities of eating and sleeping — it is designed to provide each inhabitant with opportunities for individual growth in a community environment of openness, honesty and trust, and to assist students to grow in the art and science of human relations. This assistance comes from democratic participation in self-government, a broadly based programming philosophy, and exploration of fields of group interest. Each resident

is helped to come to a deeper knowledge of self, others and relationship with God.

VETERANS' BENEFITS

There are many benefits available to veterans or other eligible students who are attending Avila College. Among the services offered are the determination of eligibility of students for educational assistance, personal counseling, and career development and placement. Students who have questions about matters pertaining to veteran affairs are encouraged to contact the Veterans' Coordinator.

ATHLETIC PROGRAM

Avila's emphasis on educating the total person holds that outside class activities are an important facet of the student's growth. A program of athletics provides students with a variety of opportunities for skill building and value formation, which can be directly applied to real-life situations. It is for these reasons that Avila sponsors varsity competition in women's volleyball, basketball, and tennis, as well as men's basketball, soccer and tennis.

To provide for the physical activities of students not interested in intercollegiate athletics, Avila boosts a





spirited, competitive intramural organization. Team sports include football, soccer, volleyball, basketball, and softball. Individual activities, such as tennis, ping-pong, croquet, chess, and billiards are also available.

HONOR SOCIETIES

Delta Epsilon Sigma is a national scholastic honor society for students of Catholic colleges and universities. Students who have completed fifty percent of their undergraduate program with a 3.5 grade point average are eligible for membership.

Kappa Gamma Pi is a national honor society for alumnae of Catholic women's colleges. Students graduating with a 3.6 grade point average and manifesting a potential for leadership are eligible for membership.

Pi Delta Phi is a national honor society for French majors and minors.

Alpha Sigma Pi is an Avila College honor society for recipients of the Avila Medal.

Sigma Theta Tau, Beta Lambda Chapter, is a national honor society for nurses.

Psi Chi is the national honor society for students completing a major or minor in psychology.

AWARDS

The Avila Medal is an honor conferred by the president. The award is made on qualifications of character, service, and loyalty.

The Aristan Award is an honor conferred by the students on the outstanding senior.

Who's Who Among Students in American Universities and Colleges is an award conferred upon those students who have shown outstanding merit and accomplishment.

ALUMNI ASSOCIATION

Through the Avila College Alumni Association, men and women who have attended the college can maintain friendships and loyalties developed during their college years. Any student who has completed one year at Avila is considered an alumnus. Through the association, alumni promote the continued growth of the college and their own interest in higher education.





BUILDINGS

Seven modern buildings surround the college quadrangle and provide facilities for Avilo students; the eighth is under construction.

O'Rielly Hall 1963

Academic building with science laboratories and lecture hall, language laboratory, assembly hall, and classrooms.

Blasco Hall 1963

Administrative offices and 60,000 volume library.

Carondelet Hall 1965

Residence hall with twin-bed rooms for 121 students, lounge facilities, study areas, recreation rooms, and kitchenettes. The lower level contains the Hodes Education Centre (1973) housing teacher preparation programs in Montessori, elementary and special education; faculty offices, and classrooms.

Marian Centre 1965

Student center with cafeteria, snack bar, lounges, game room, student government offices and book store.

Foyle Hall 1967

A faculty house with 34 private rooms and the Orscheln Memorial Chapel.

Ridgway Hall 1970

Residence hall with twin-bed rooms for 121 students, lounge facilities, study areas, recreation rooms, and kitchenettes. The lower level contains art offices, ceramic, sculpture, painting, photography, art education, printmaking studios, art history lecture room, and outdoor sculpture garden.

Goppert Theatre 1974

Theatre with thrust stage and a seating capacity of 500, joined with

Borserine Centre 1974

Academic building for students in nursing with offices, classrooms, lounges, and learning laboratory.

Hooley-Bundschu Library 1977-78

Library houses 80,000 volumes and a learning center. The lower level has the Whitfield Continuing Education Centre and an art gallery.



THE HARRY S. TRUMAN DISTINGUISHED LECTURE SERIES

The Harry S. Truman Distinguished Lecture Series, initiated at Avila College in the Fall of 1971, brings to the campus national figures qualified to speak with authority and clarity on the major issues of our time. In keeping with the Truman direct approach, lecturers for the series are chosen for their clear thinking.

This permanent lecture series brings one distinguished speaker to Avila each year. Avila is pleased through this lecture series to give students a chance to hear authoritative men and women speak out clearly for that which they believe.



NATIONAL ENDOWMENT SERIES

Funded by the National Endowment for the Humanities, Avila College has presented individual lectures and a symposium on individual rights featuring persons of national prominence.

In the fine arts field, grants from the National Endowment for the Arts and the Missouri Council for the Arts have made possible a variety of dance, musical and theatrical offerings. This funding has also permitted Avila College to originate the Missouri Shakespeare Festival, the only summer production of its kind in the area.

AN URBAN COLLEGE

As an urban college, Avila offers to students Kansas City's many intellectual and cultural advantages. The student's learning experience can be widened by the use of research, science, and health study facilities in the city. By special arrangements with the college, students share in specific science research and study conducted by Midwest Research Institute. Science reference materials at one of the country's leading science libraries, Linda Hall Library, are available to students.

Students can attend the Kansas City Philharmonic Concerts, the Lyric Opera, the Ruth Seufert series (music, dance, drama), and the Jewish Community Center Poetry Readings and Repertory Theatre. The Nelson-Atkins Art Gallery and the Harry S. Truman Library offer celebrated collections of art and historical memorabilia. During the summer the Starlight Theatre and the Missouri Repertory Theatre attract many.

Opportunities abound for hearing world renowned lectures; viewing films; participating in seminars and institutes; and working with inner city, suburban, racial, and ecumenical groups.



ADMISSIONS AND EXPENSES

ADMISSION PROCEDURES

The admission procedures and policies of Avila are designed to assist in the selection of those students who can both profit from and contribute to the educational opportunities offered at the College.

Each application for admission is considered on an individual basis, with the student's high school record, test scores, previous college record, and individual references being of major importance.

All application materials, transcripts, letters of recommendation, etc. submitted for admission become the property of Avila College and will be returned to the student upon written request.

I. Freshmen Applicants

Freshmen applicants are urged to submit their application for admission soon after the completion of the junior year of high school. The materials listed below must be submitted to the Director of Admissions in order that the student's application can be processed:

1. Application for admission.
2. \$20 non-refundable application fee. (All applicants who are entering as first time freshmen and complete all of their application requirements before January 1, 1978 will not be required to pay this fee.)
3. Student reference form to be completed by the high school principal, guidance counselor, or teacher.
4. High School transcripts. This may be sent at the completion of the junior year of high school. However, a final transcript is required at the completion of the senior year. An applicant must graduate from an accredited high school or preparatory school and should complete 16 units, including English, social science, mathematics, and natural science. Graduates from non-accredited high schools will be considered on an individual basis.
5. An official report of scores from the American College Test (A.C.T.) or Scholastic Aptitude Test (S.A.T.) is required of all entering freshmen. The applicant may select either test although the A.C.T. is preferred. Entrance tests should be taken early, usually late in the junior year or early in the senior year. A person who has graduated from high school more than one year before entering college need not take a college entrance examination.

II. Non-Graduates of High School

Individuals who have not completed high school may be considered for admission on the basis of the General Education Development (G.E.D.) test.

III. Four-Year College Transfer Applicants

Students wishing to transfer to Avila from other four year colleges and universities must submit the materials listed below:

1. Application for admission.
2. \$20 non-refundable application fee.
3. Transfer evaluation form.
4. High school transcript. This is waived for the student who has received a baccalaureate degree from another institution and is seeking admission to work on a second degree or teacher certification.
5. College transcript. Request that official transcripts be sent directly from each college attended.

A "C" average (on a scale where 2.0 = C) is necessary for admission as a transfer student.

Nine semester hours of correspondence credit will be accepted toward a degree.

Credits received more than fifteen years ago will be accepted toward a degree, but not toward the total hours required for a major.

Transfer students must have the approval of a major in writing from the major subject adviser before entering the junior year, or if the student has already earned junior standing during the first semester of attendance at Avila College.

Students transferring from non-accredited colleges will be reviewed for possible provisional acceptance. Students thus accepted will be approved as degree-seeking candidates after successful completion of 30 hours at Avila College.

IV. Two-Year College Transfer Applicants

Avila College accepts the associate degree oriented toward the baccalaureate degree or having satisfied the general education requirements of the college, provided the student has graduated with a 2.0 average from an accredited institution.

A maximum of 72 semester hours of two year college credit will be accepted toward the total hours required for a degree. The final 30 semester hours must be consecutive resident credits. Credits earned through transfer, life experience, military service or College Level Examination Program (CLEP) do not count as resident credits. Avila College will accept for transfer credit all courses designated as college or university equivalent by the accredited two year college.

Two-year college transfer applicants must submit the same application materials that are required of students transferring from four-year colleges.

V. Notification of Decision

Upon receiving the required application materials the Office of Admissions will process the student's application. Within two weeks of receipt of notification of acceptance to the College, students for the fall semester are required to submit a \$50 tuition deposit payable in two installments of \$25 each. The first installment, due two weeks after notification of acceptance is refundable until May 1. After May 1, the second \$25 installment is due and is non-refundable. Applicants for spring semester must submit a \$25 tuition deposit within two weeks of receipt of notification of acceptance. This fee is refundable until December 1.

ADMISSION OF MILITARY PERSONNEL AND VETERANS

In addition to the requirements listed for admission of transfer students, military personnel and veterans will be granted credit for military service and college-level work completed in service schools as recommended by the Commission on Accreditation of Service Experiences of the American Council on Education. Applicants must submit a copy of their DD214 form.

ADMISSION OF FOREIGN STUDENTS

In addition to the requirements listed for admission to the freshman class, applicants from other countries must take the Test of English as a Foreign Language. Information and applications may be obtained from TOEFL Educational Testing Service, Princeton, New Jersey 08540.

ADMISSION OF REGISTERED NURSES

The Department of Nursing provides the opportunity for the registered nurse to earn a Bachelor of Science in Nursing degree. Registered nurses who are graduates of diploma or associate degree programs are eligible for admission. Advanced placement credit for some courses in the liberal arts and sciences and in the nursing courses may be granted after satisfactory performance on proficiency examinations. The R.N. applicant must meet the same admission and graduate requirements as those required for all students. Applicants are asked to submit official transcripts from all hospital R.N. programs and State Board of Nursing scores.

ADMISSION OF SPECIAL STUDENTS

College graduates and students regularly matriculated at other institutions may be admitted to courses when the following credentials have been received by the Director of Admissions:

1. A formal application for admission.
2. An official statement from the academic dean or registrar of the institution granting the degree certifying that the student is either a graduate of the institution or is in good standing and has permission to enroll for the specified courses.
3. An official transcript from institution granting degree if student is not planning to transfer credits back to parent institution, or if the student is working toward teacher certification.



ADMISSION OF PART-TIME STUDENTS

Applicants who wish to enroll in a degree program but are unable to carry a full-time schedule will be admitted as part-time students and may carry fewer than 12 semester hours. They must fulfill all the requirements for regular admission and comply with the academic regulations of the college and such general regulations as the academic dean may require.

PRE-FRESHMAN ADMISSION, DUAL ENROLLMENT

Upon completion of the sophomore year in high school, students may register for college courses on the freshman level under the following conditions:

1. They must meet general admissions standards of the college.
2. They must submit a special application for admission that includes two recommendations. One is to be from the high school counselor and one from a high school instructor.

Courses taken for credit will count as college credit after the student enters college as a regular student. Such courses will not count either toward the high school diploma or as college entrance requirements. This credit is transferable to other accredited institutions.

ADVANCED PLACEMENT OF FRESHMEN

Advanced placement (with or without credit) is given to students who have done advanced work in high school and make satisfactory scores on the Advanced Placement Examination of the College Entrance Examination Board.

CREDIT BY EXAMINATION

Avila College recognizes the fact that academic credit by examination is a valid and useful measure of scholastic achievement. The college presumes that persons seeking such credit are sufficiently knowledgeable in the area to be tested to preclude any pre-test tutorial service.

The Avila College Testing Center will administer examinations for credit to all persons requesting this service. Both the CLEP and departmental-type examinations are available.

If the person desiring credit by examination is not previously or currently enrolled at Avila College, he will receive credit for the successfully challenged course upon enrollment. With the approval of his academic adviser, a student may challenge a course in which he is currently enrolled. With acceptable scores, he must then officially withdraw from said course in order to receive credit by examination. The director of testing services will explain and outline specific procedures.

Credits earned through transfer, life experience, military service or College Level Examination Program (CLEP) do not count as part of the final 30 hours of consecutive resident credits required for a degree at Avila College.

CLEP examinations for credit are administered during the third week of each month. The General Examinations are offered on the third Saturday of each month and the Subject Examinations on the third Monday of each month.

There is a charge of \$20.00 for each CLEP Subject Examination and \$20.00 for each General Examination when taken separately. If two or more examinations are taken, fees charged are based on the number of objective tests, regardless of whether they are General Examinations or Subject Examinations. For further information, please use CLEP Registration Guide available in the Testing Office.

A service charge of \$3.00 will be charged students who cancel or are absent from the test. The examination should be paid for by personal check or money order. A \$2.00 service charge will be

levied if an "exchange" check is needed since cash cannot be accepted.

Departmental examinations for credit may be challenged as often as the department submitting the examination allows. These examinations will be administered four times yearly in January, April, August, and October.

Upper division courses may be challenged at the discretion of the departments involved. Performance courses and courses involving lab work and procturms are also dependent upon departmental decisions.

The Departmental Examination fee is \$20.00 per credit hour. Students not receiving credit or students withdrawing from Departmental Examinations after registering with the Testing Office will receive a refund of all but \$20.00 of the fee payment.

Students may register for any of these examinations at the Testing Office, O'Reilly Hall, approximately three weeks in advance of the testing dates.

CREDIT FOR EXPERIENTIAL LEARNING

In addition to Avila's testing program as described above, Avila provides academic credit for experiential learning.

To apply, students already enrolled at Avila petition the department, present detailed accounts of experience and supporting evidence, and meet other specific departmental requirements. There is a \$20.00 non-refundable application fee which may be applied to tuition if experiential learning credit is awarded. The charge for experiential learning credit is \$20.00 per semester hour.

DIVISION OF CONTINUING EDUCATION Continuing Education Unit

1.0 CEU equals ten contact hours of participation in an organized continuing education experience under responsible sponsorship, capable direction, and qualified instruction.

The Division of Continuing Education, in cooperation with Avila's academic departments, extends educational offerings beyond the traditional on-campus degree programs. Through conferences, workshops, seminars and short-term sessions, the residents of the community are provided the opportunity to continue their education in areas of personal and professional interests. Reports of CEUs attempted/awarded will



be issued to all participants. Permanent academic records are maintained for persons completing requirements of a session. Transcripts are issued at the written request of the student.

Enrollment is through the Registrar's Office, by mail or in person, and at the class site if class spaces remain available.

Non-Credit Program

With the permission of the instructor, any person may enroll in credit courses offered at Avila College on a non-credit basis. Students taking courses for non-credit are not required to meet the admission requirements of the college, take tests, or attend classes regularly. Permanent records are not maintained and grade reports are not issued. The academic level of these classes provides interested persons from a variety of backgrounds and experiences an atmosphere for intellectual and professional growth.

Enrollment is through the Registrar's Office, in person, during the scheduled times of registration for credit classes.

COOPERATIVE PROGRAMS

Avila College has an exchange agreement with several area colleges extending library privileges and permitting full-time students to register for course work without payment of additional tuition. See the academic dean for details.

FOREIGN STUDY

Avila recognizes the value of foreign study and encourages students to participate in this enriching academic experience. Although of interest and benefit to all, time spent in another culture is of particular importance to students majoring in foreign languages, international business, history or the fine arts. A good selection of exciting summer experiences or full semester programs is available, or students may choose to participate in the annual Avila Experience in Europe. Interested students may obtain further information from the director of foreign studies.

GENERAL EXPENSES

Full-Time Students 12-18 Hours	1977-78
Tuition (per semester)	\$975.00
(Tuition in excess of 18 hours is \$65 per credit hour)	
Student Activity Fee*	
(per semester) (non-refundable)	20.00
Student Center Fee	
(per semester)	4.50
	\$999.50

Part-time Students 1-11 hours

Tuition for day classes	
per credit hour	\$ 65.00
Tuition for evening classes	
per credit hour	45.00
Classes beginning 5:00 p.m. (including Student Activity Fee)	
Graduate tuition per credit hour	
Day and Evening	70.00

Residence Hall

Room and Board — Double Room	
(per semester)	\$625.00
Room and Board — Single Room	
(per semester)	750.00
Room reservation and	
damage deposit	50.00

*The Student Activity Fees are college funds earmarked for the support of co-curricular programs such as clubs and organizations, athletics, intramurals, fine arts programs, student publications, Student Government, and the programs and services of Marion Centre.



Academic Fees

Basic Nursing: NU 111, 113, 115, 117	\$ 90.00
Adapt. Health/III. NU 112	40.00
Major Health Problems I NU 121	
Major Health Problems II NU 122	
Psychiatric Nursing NU 141	
Pediatric Nsg. NU 151	
Community Hlth. Nsg. NU 171	
Leadership in Nsg. NU 131	each 50.00
Science Lab. Fees (per Lab,	
see schedule)	20.00
Earth Science Lab. Fee	5.00
Intra. Computer	
Programming CS 11	20.00
Art Lab. Fees:	
Sculpture, Jewelry, Ceramics,	
Photography, Printmaking	each 17.00
Fibers, Painting, Drawing	each 10.00
Art Education	5.00
Physical Skills	As Announced
Credit by Examination, CLEP	20.00
Credit by departmental examination	
(per credit hour)	20.00
Credit for Experiential Learning	
(per credit hour)	20.00
Courses for Non-Credit	
(per credit hour)	20.00

Continuing Education Units	As Announced
Student Teaching per credit hour (in addition to tuition)	8.00
Music: Private lessons in Piano, Organ, Voice, Guitar (1-2)	
Non-credit:	
1 lesson per week (full-time students)	60.00
1 lesson per week (part-time students)	75.00
(includes tuition and fees)	
Credit:	
2 lessons per week (1) (full-time students)	90.00
2 lessons per week (1) (part-time students)	116.00
Medical Technology clinical experience matriculation (per semester)	50.00
Miscellaneous Fees and Special Services	
Application Fee for all new students	20.00
Tuition Deposit for all new students (Spring, \$25.00)	50.00
Graduation Fee	40.00
Penalty for late filing of Degree Application	10.00
Special Registration (early or late)	20.00
Change in Program Fee (See section on Program Changes)	5.00
Change of Incomplete Grade (per card)	5.00
Late Payment Penalty	15.00
Deferred Payment Plan (per semester)	20.00
Cancellation of Registration Fee (See section on Tuition Adjustment)	25.00
Replacement Fee for lost or stolen Student ID	2.00

The charge for auditing courses is the same as for courses taken for credit.

The college reserves the right to revise its charges and fees at any time should it be deemed necessary.

Private telephones are available to each dormitory room at commercial rates.

PAYMENT OF ACCOUNTS

All accounts are due and payable on the day of registration or as otherwise may be noted on the class schedule.

CREDIT CARDS

The college will accept either Master Charge or BankAmericard in payment of accounts.



DEFERRED PAYMENT PLAN

The deferred payment plan has been designed to allow students to spread the payment of fees over the semester. There is a \$20 fee. Total charges, after allowing for all approved financial aid, are payable in four equal installments. A \$15 late fee will be assessed on all delinquent accounts. The payment schedule is as follows:

First Payment

First Semester— Registration Day or as otherwise noted on class schedule; Second Semester— same as First Semester.

Second Payment

First Semester— October 1; Second Semester— February 15.

Third Payment

First Semester— November 1; Second Semester— March 15.

Fourth Payment

First Semester— December 1; Second Semester— April 15.



ROOM AND MEALS

1. Rooms are reserved by written application to the Avila College Housing Office and payment of a \$50 Room Reservation and Damage Deposit.

2. Former or present residents of a dormitory are not required to send a Room Reservation and Damage Deposit with their application if a \$50 deposit is already on record.

3. For refunds of the Room Reservation and Damage Deposit, see section on Refund Policy.

4. An applicant's name is placed on a waiting list when both the application and Room Reservation and Damage Deposit are received.

5. A limited number of single rooms are available on a first-come, first-served basis. The college reserves the right to honor double room requests over single room requests.

6. The college does not provide pillows, linens, blankets, or bedspreads.

7. Room and board contracts are for the entire academic year. Juniors and Seniors may request one semester contracts.

8. The college reserves the right to honor a yearly contract over a semester contract.

TUITION ADJUSTMENT AND REFUND POLICY

Tuition will be adjusted as a result of withdrawing from classes during the first three weeks of the semester according to the following schedule:

Full-Time Students

First Week— Cancellation of registration.

Cancellation of all tuition and fees less \$25.

Note!! Cancellation of registration is a complete withdrawal from college and no records will be kept. A \$25 fee will be charged. To cancel registration, forms which are available in the Registrar's Office must be processed during the first week.

First Week— Change in status from full-time to part-time. Tuition will be reassessed at the part-time rate and the appropriate reduction made. The change in program card must be processed during the first week.

Second and Third Weeks— Withdrawal from school 50% reduction of tuition.

Second and Third Weeks— Change in status from full-time to part-time. No reductions.

After Three Weeks— No reductions, original charges are due and payable.

Part-Time Students

First Week— Cancellation of registration. Same as for full-time students.

First Week— Withdrawal from some but not all classes. 100% reduction of tuition and fees.

Second and Third Weeks— Withdrawal from some or all classes. 50% reduction of tuition.

After Three Weeks— No reductions, original charges are due and payable.

IF ANY TUITION REDUCTION RESULTS IN AN OVERPAYMENT, THE APPROPRIATE REFUND WILL BE MADE. IF ANY TUITION REDUCTION RESULTS IN THE STUDENT STILL OWING AVILA, IT WILL BE DUE AND PAYABLE.

REFUND POLICY — RESIDENCE HALL

Residence hall students withdrawing from the residence hall during the first week will receive a 100% refund of the total room and board fee minus \$50; during the second week will receive a 75% refund of the total room and board fee; during the third week will receive a 50% refund of the total room and board fee; after the third week will receive a refund on their board fee on a prorated basis.

After the student has properly checked out of his room, the \$50 Room Reservation and Damage Deposit, less unpaid assessments, is refundable to the student under the following circumstances:

1. Any new resident student who withdraws his application and who notifies the Housing Office in writing prior to May 15 for the first semester or December 1 for second semester
2. Students withdrawing from college at the end of fall semester and who notify the Housing Office in writing sixty days prior to the first day of classes for spring semester
3. Contract period expires and student does not sign a new contract
4. Returning resident students who request cancellation of their contract during the summer and who notify the Housing Office in writing by July 15
5. Graduation
6. Residents who request and receive permission to terminate their residence hall contract in accordance with the residence hall termination policy

FINANCIAL AID

Avila College provides financial assistance to qualified students on the basis of both need and merit. The purpose of the Financial Aid program is to provide supplementary assistance to students who would otherwise be unable to attend college without it.

Parents are expected to make a maximum effort to assist the student by underwriting the cost of education, based on their ability to contribute.

Students are also expected to assist themselves in meeting financial costs incurred in the educational process.

Finally, all financial aid and scholarship considerations are made without regard to a student's race, religion, or national origin or to their political, social or economic beliefs.

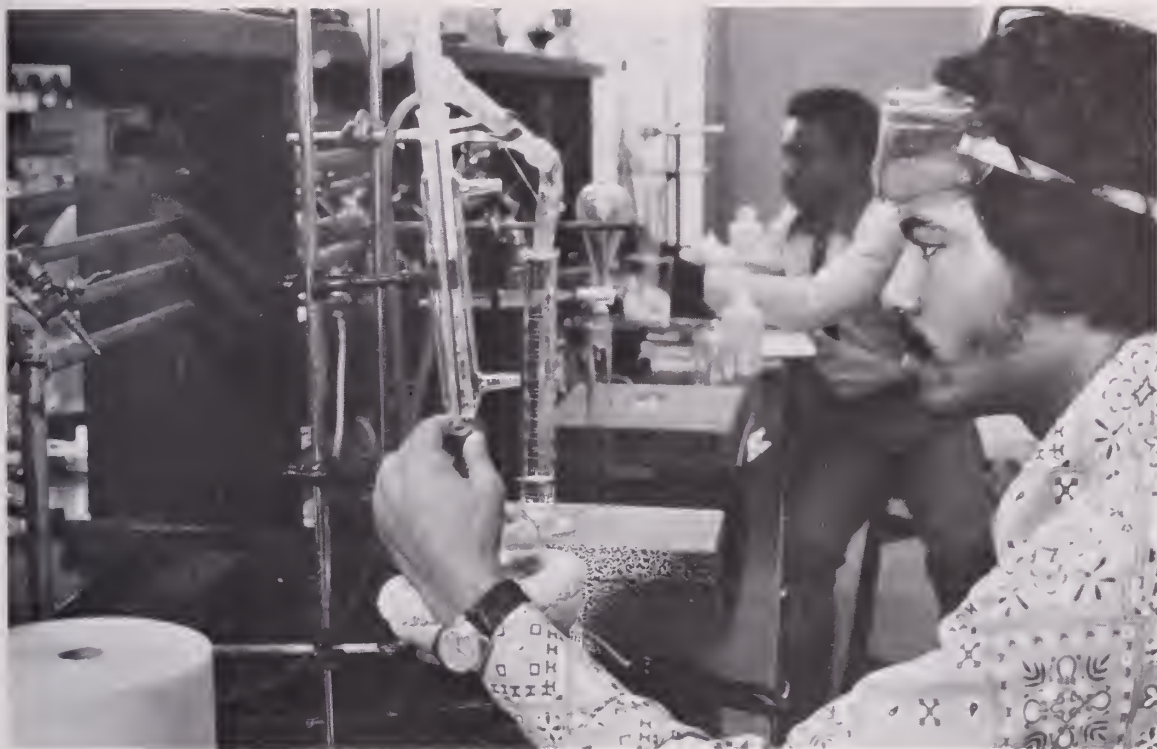
What is Financial Need?

Financial need is defined as the difference between the cost of education and the student's or family's ability to meet that cost. To assist in the determination of need, Avila College participates in the College Scholarship Service of the College Entrance Examination Board. Through its Parent's Confidential Statement or Student's Financial Statement, the service makes a standard evaluation of family resources and recommends the amount of aid needed.

How to Apply

Students applying for financial aid must meet the following requirements:

1. Submit an application for admission at Avila College. An applicant must be enrolled or accepted at Avila before any financial assistance can be awarded.
 2. Each applicant must submit a Parent's Confidential Statement or, if independent or self-supporting, a Student's Financial Statement to the College Scholarship Service, Box 300, Berkeley, California 94701, designating Avila College as the needs analysis recipient.
 3. All applicants must complete the application for Financial Aid from Avila College and return it to:
Director of Financial Aid
Avila College
Kansas City, Missouri 64145
 4. Submit a copy of the last I.R.S. 1040 or 1040A tax return.
ALL FINANCIAL AID INFORMATION IS STRICTLY CONFIDENTIAL.
- MISSOURI RESIDENTS MUST FILE AN APPLICATION FOR THE MISSOURI STUDENT GRANT BEFORE ANY AID CONSIDERATIONS FROM AVILA WILL BE GIVEN. ALL STUDENTS APPLYING FOR ANY AID ARE REQUIRED TO APPLY FOR A BASIC EDUCATIONAL OPPORTUNITY GRANT.



When to Apply

Applications for Financial Aid must be made annually as all awards cover a period not longer than one academic year and are made conditional to the availability of funds. Renewal of all financial aid is dependent upon the funds available and the maintenance of a satisfactory academic record. The types of aid a student can receive may vary from year to year.

The major portion of financial aid is awarded prior to May 1; therefore, it is advantageous to apply and submit all forms as early as possible. Applications for financial aid for fall and spring semesters submitted after July 1, will be considered on the basis of funds available.

Award Notification

All recipients of financial aid are required to indicate the acceptance of their award within 10 days of notification to the Financial Aid Office. Awards not accepted will be promptly reassigned to other students showing need for such funds as all financial aid programs that are administered through the Avila Financial Aid Department are limited by the funds available.

TYPES OF AID AVAILABLE

INSTITUTIONAL AID

Scholarships

Scholarships are awarded recognizing both academic achievement and individual talents. To be eligible for scholarship awards the student must rank in the top 10% of the high school class and have achieved above average test scores on either the American College Test (ACT) or the Scholastic Aptitude Test (SAT).

President's Scholarship

The President's Scholarship is awarded to deserving students who without such aid would be unable to attend Avila. The student must show financial need as well as academic excellence. The awards range from \$100 to \$800 annually.

Dean's Scholarship

Freshmen majoring in the Liberal Arts areas of art, biology, chemistry, economics, English, French, history, mathematics, music, pre-medicine, psychology, religious studies, Spanish, and sociology can receive awards ranging from one-half to full tuition. To be eligible a student must rank in the top 10% of their high school graduating class.

Avila Scholarships

The Avila Scholarship is for students who do not qualify for the Dean's Scholarship. To be eligible students must rank in the top 10% of their graduating class. Awards range from \$100 to \$800 annually.

Honors Scholarship

Scholarships up to full tuition are available to freshmen, transfer, and currently enrolled students who wish to pursue the Honors Program at Avila College. Competition for the scholarships is based on academic excellence, interviews and past accomplishments.

Merit Scholarship

The Merit Scholarship is awarded to enrolled Avila students who have completed 24 hours of class work with no "NC's" and have a 3.5 GPA or better. These awards are for one year only and range up to \$500.

Grants

Grants are awarded to students showing academic promise and individual talent in the areas of Scholastics, Athletics, Theatre and performing arts.

Avila Grants

Students demonstrating a high financial need and maintaining a 2.0 ("C") average or better may apply for the grants. Grant amounts range from \$100 to \$400.

Dean's Theatre Grant

These awards are for entering freshmen who wish to major in Theatre and performing art areas. Awards are based upon the results of a required audition with the Theatre Arts Department. Awards range from \$400 to full tuition and are renewable each year.

Avila Athletic Grants

Avila Athletic Grants are awarded to both men and women who demonstrate exceptional skills in athletics. Avila College is a member of the Association of Intercollegiate Athletics for Women (A.I.A.W.) and competes in Basketball, Volleyball, and Tennis. Avila men compete in Soccer, Basketball and Tennis and Avila is a member of the National Association of Intercollegiate Athletics (N.A.I.A.).

FEDERAL ASSISTANCE

Basic Educational Opportunity Grant

A student must submit a B.E.O.G. statement to Basic Grants. Application forms are available at the high school or the Avila Financial Aid Office. Submission and analysis of the B.E.O.G. form is free of charge. The student must submit his processed B.E.O.G. award to the Financial Aid Office for determination of award amount. Awards range from \$50 to \$1400 annually. Both full and part time students are eligible.

Supplemental Educational Opportunity Grants

These grants are available to students with exceptional need. Awards are based upon the Parent's Confidential Statement needs analysis and range from \$200 to \$1,000 annually.

National Direct Student Loans

This program permits students with established need to borrow up to \$1,000 per year (in some cases \$1,500) for four years at 3% interest. No interest is charged while the student is attending school. A student may borrow up to \$2,500 during the freshman and sophomore years with a maximum of \$5,000 during the period of undergraduate study. Repayment of the loan begins nine months after the borrower ceases to be enrolled at least half time in college and may extend over a period of ten years. The repayment amount can be reduced for teacher service in special education or in low income areas.





Federal Nursing Student Loans

Eligible students may borrow up to \$2,500 per academic year. Repayment period (and 3% per annum interest) begins nine months after the borrower ceases to be at least a half time student and may extend over a period of ten years. The repayment amount may be reduced if the student accepts employment in any public or other nonprofit private agency, institution, or organization after graduation. No student eligible to receive funds from the Nursing Student Loan Fund will be eligible to receive funds under the National Direct Student Loan Program.

Federal College Work Study Program

This program is funded by the Federal Government with the college matching funds. Work opportunities in faculty offices, laboratories, library and other areas are available through which a student may earn a portion of his educational expenses. The student is paid on an hourly basis with a weekly maximum of 20 hours during a regular term. The student may work 40 hours during vacation periods and the summer months.

Nursing Scholarship

Nursing scholarships are only awarded to second, third and senior year nursing students demonstrating extreme financial need.

Guaranteed Loan Program

This program permits qualified students to borrow from banks or other financial institutions. The Federal Government pays part of the interest if family income is less than \$25,000 annually. The loan is guaranteed by a state agency or private nonprofit organization. Repayment is deferred until after graduation. Additional information concerning these loans is available from participating banks or agencies in the student's home state.

Law Enforcement Education Program (LEEP)

The LEEP program provides financial support for the college education of police, courts, corrections and other law enforcement and criminal justice practitioners, and students preparing for criminal justice careers. Two types of financial assistance are available to cover tuition: **Grants** up to \$400 a semester; **Loans** up to \$2,200 per academic year. For further information on eligibility for Grant and Loan programs and Loan cancellation, please contact your police LEEP coordinator or Director of Admissions
Avila College
Kansas City, Missouri 64145



ADDITIONAL ASSISTANCE

Edward F. Swinney Loan Fund

Needy students from the state of Missouri may apply for the Edward F. Swinney Loan. An applicant's character and scholastic record will be considered in awarding the loans. The loans may not exceed \$500 per student per academic year and no applicant may receive more than four loans. Applications are available in the Avila Financial Aid Office.

Student Nurses Loan Fund (Women's Auxiliary to the Jackson County Medical Society)

Loans are limited to students pursuing a program of nursing in a Jackson County based, accredited institution. A student must be a second, third, or fourth year nursing major and show financial need. Applications are available in the Financial Aid Office.

OUTSIDE AID

Vocational Rehabilitation Scholarships

Individuals with physical disabilities classified as vocational handicaps may receive financial aid through local offices of the State Department of Vocational Rehabilitation.

Veterans Benefits

Certain armed service veterans and dependents who qualify under Federal Laws administered by the Veterans Administration are eligible to receive educational benefits. Information about these programs may be obtained by writing the state or county Veterans Administration office or by contacting the Veterans Officer or Avila College.

Social Security Benefits

In most cases if a parent is receiving monthly social security payments as a result of retirement or disability, a student who is a dependent is entitled to receive benefits. Also, if a parent or parents are deceased, a student who was dependent is usually eligible to receive benefits. The payments to a dependent stop at age 18; however, if a dependent attends college, he can receive benefits until he reaches age 22. If a student is eligible for the additional social security benefits, he must contact his local Social Security Office.



Outside Aid

Applicants for financial aid should keep the College informed of other scholarships and awards received from outside sources, such as businesses, foundations, or professional groups. The college works closely with these groups to integrate all aid into a fair and equitable award for each student.

For further information call or write to:

Director of Financial Aids
11901 Wornall Road
Avila College
Kansas City, Missouri 64145
816-942-8400, Ext. 277



ACADEMIC INFORMATION

DEGREES

Avilo College offers a four-year course in the liberal arts and sciences leading to the degrees of Bachelor of Arts or Bachelor of Fine Arts and a four-year course in the liberal arts and sciences with some professional preparation leading to the degrees of Bachelor of Science in Medical Record Administration, Bachelor of Science in Medical Technology, Bachelor of Science in Nursing, Bachelor of Science in Radiologic Technology, or Bachelor of Social Work.

BACHELOR OF ARTS

The candidate for the Bachelor of Arts degree must meet the following requirements:

1. Completion of at least 128 semester hours of academic work with a minimum grade point average of 2.0 (average grade of "C"). No more than 42 hours may be required for a major. No more than 60 hours in one subject may be counted toward the 128-hour requirement.
2. Completion of the final 30 hours at the college.
3. Completion of the following core requirements:

Humanities— at least 25 hours in at least 4 of the following areas:

Art
English
Foreign Language
Music
Philosophy
Religious Studies
Communication-Speech/Theatre-Dance

Social and Behavioral Sciences— at least 12 hours in at least 3 of the following areas:

Economics
Geography
History
Political Science
Psychology
Sociology

Natural Sciences and Mathematics— at least 10 hours in at least 2 of the following areas:

Biological Science
Physical Science
Mathematics

4. Completion of a major of not less than 27 semester hours in one subject area including 20 semester hours in upper division courses; a minimum grade of "C" in each upper division course in the major. Completion of at least 12 upper division hours in the major at the college.

5. Completion of requirements specified by major departments.

6. Approval of a major in writing from the major subject adviser before entering the junior year.

7. Successful completion of recital, exhibit, project, research paper, oral examination, comprehensive examination, and/or any other departmental evaluation requirement.

8. The National Teacher Examination is required of all seniors with a major or minor in education.

BACHELOR OF FINE ARTS

The candidate for the Bachelor of Fine Arts degree must meet the following requirements:

1. Completion of at least 128 semester hours of academic work with a minimum grade point average of 2.0 (average grade of "C"). 75 hours in the major subject area are required.
2. Completion of the final 30 hours at the college.
3. Completion of the following core requirements:

Humanities— at least 25 hours in at least 4 of the following areas:

Art
English
Foreign Language
Music
Philosophy
Religious Studies
Communication-Speech/Theatre-Dance

Social and Behavioral Sciences— at least 12 hours in at least 3 of the following areas:

Economics
Geography
History
Political Science
Psychology
Sociology

Natural Sciences and Mathematics— at least 10 hours in at least 2 of the following areas:

Biological Science
Physical Science
Mathematics

4. Completion of major requirements (see requirements listed under major; at present, the BFA is only offered in Speech/Theatre); a minimum grade of "C" in each upper division course in the major. Completion of at least 24 upper division hours in the major at Avila.
5. Approval of a major in writing from the major subject adviser before entering the junior year.
6. A thesis, comprehensive examination, recital, exhibit, or senior project.
7. The Notional Teacher Examination is required of all seniors with a major or minor in education.

BACHELOR OF SCIENCE IN MEDICAL RECORD ADMINISTRATION

The candidate for the Bachelor of Science in Medical Record Administration degree must meet the following requirements:

1. Completion of at least 128 semester hours of academic work with a minimum grade point average of 2.0.
2. Maintain a "C" or above in all medical record science courses.
3. Approval of the major in writing from the program director before entering the medical record science courses.
4. Completion of the final 32 hours of the senior year while enrolled at Avila College with a minimum grade of "C" in all medical record science courses.
5. Completion of the following requirements:

Humanities 18 hours

Required courses:
English: EN 15, 29 (6)
Speech: CO 11 (2)
Philosophy: PL 156 (3)

Social and Behavioral Sciences 12 hours

Required courses:
Psychology: PY 11 (3)
Recommended courses:
Sociology: SO 11, 112 (6)

Natural Science and Mathematics 15 hours

Required courses:
Biology: BI 111, 112 (8)
Chemistry: CH 11 (4)
Mathematics: MA 50 (3)

Business 12 hours

Required courses:
BU 19, 114, 144, 146 (12)

Education 3 hours

Required course:
ED 194 (3)

Allied Health 3 hours

Required course:
AH 11 (3)

Medical Record Science 56 hours

Required courses:
MR 67, 68, 71, 72, 73, 74, 81, 82, 83, 84, 150,
151, 180, 190, 191, 192, 193, 194, 195
Electives 9 hours



BACHELOR OF SCIENCE IN MEDICAL TECHNOLOGY

The candidate for the Bachelor of Science in Medical Technology degree must meet the following requirements:

1. Completion of at least 128 semester hours of academic work with a minimum grade point average of 2.0. A minimum of 96 semester hours of academic work must be completed preceding entrance into the MT 181-185 courses.

2. Maintain a "C" or above in all Natural Science and Medical Technology courses.

3. Approval of the major in writing from the medical technology program director before entering the junior year.

4. Completion of the final 32 hours of the senior year while enrolled at the college, with a minimum grade of "C" in all courses.

5. Completion of the following requirements:

Humanities	18 hours
Recommended courses:	
Speech Communication (2)	
Basic Writing (3)	
Man and His Decisions (3)	

Social and Behavioral Sciences	12 hours
Recommended courses:	
General Psychology (3)	
Introduction to Sociology (3)	
Sociology of Health and Illness (3)	

Natural Sciences	63-64 hours
Required courses:	
Biology 111, 112, 146, 147, 148, 191, 192, 194	
Chemistry 11 or 21, 113, 120, 121, 141	
Mathematics 16 and 17, or 31	
Physics 13	

Medical Technology	32 hours
MT 181 Clinical Chemistry (includes urinalysis)	8
MT 182 Clinical Hematology	8
MT 183 Clinical Microbiology	8
MT 184 Immunohematology	4
MT 185 Diagnostic Immunology	4

Allied Health	3 hours
AH 11 Introduction to the Health Core System	

BACHELOR OF SCIENCE IN NURSING

The candidate for the Bachelor of Science in Nursing degree must meet the following requirements:

A. Criteria for admission to the nursing major.

1. Completion of pre-nursing courses listed with courses of instruction.
2. Maintain a "C" or above in all natural science and mathematics courses.
3. Achievement of a G.P.A. of 2.5 in pre-nursing courses.
4. Upon attainment of sophomore status, written application by the student to the Department of Nursing to be submitted by October 15.
5. Personal interview by Department of Nursing faculty during the sophomore year.
6. Approval of the major in writing from the Department of Nursing before entering the junior year.
7. Completed health history and physical examination.

B. Criteria for completion of the Bachelor of Science in Nursing degree.

1. Completion of at least 129 semester hours of academic work with a minimum grade point average of 2.0.
2. No less than 52 semester hours, nor more than 60 hours in the nursing major may be counted toward the 129 hour requirement.
3. Must achieve a minimum grade of "C" in each nursing course in order to be retained in the program.
4. Completion of the senior year at the college.
5. The National League for Nursing Achievement and Comprehensive tests in each of the required areas at the discretion of the department chairman.
6. Completion of the following requirements:



Humanities	17 hours
Required courses:	
Writing (3)	
Speech Communication (2)	
Man and His Decisions (3)	

Social Science	12 hours
Required courses:	
Sociology (6)	

Behavioral Science	12 hours
Required courses:	
Psychology (12) including PY 11, 121, 161, and 162	

Natural Science	28 hours
Required courses:	
Chemistry (8)	
Biology (16)	
Mathematics (3)	
Metrolagy (1)	

Nutrition	2 hours
Nursing	55 hours
Open Electives	3 hours



BACHELOR OF SCIENCE IN RADIOLOGIC TECHNOLOGY

The candidate for the Bachelor of Science in Radiologic Technology degree must meet the following requirements:

1. Enrollment in or completion of a Radiologic Technology Program in a hospital or community college is a prerequisite for acceptance into the major.
2. Completion of at least 95 semester hours of academic work with a minimum grade point average of 2.0. Upon successful completion of the American Registry for Radiologic Technologists examination and courses required for the BSRT degree, 33 credits will be awarded for the RT professional course work.
3. Completion of the final 30 hours at the college.
4. Maintain a "C" or above in all Radiologic Technology courses.
5. Completion of the following requirements:

Humanities 18 hours
Required courses:

English: EN 15, 29 (6)
Speech: CO 11 (2)

Social and Behavioral Sciences 12 hours

Required courses:
Sociology: SO 11, 112 (6)
Psychology: PY 11 (3)

Natural Sciences and Mathematics 30 hours

Required courses:
Biology: BI 111, 112, 120, 194 (15)
Chemistry: CH 11 (4)
Mathematics: MA 50 (3)
Physics: PH 13, 115 (8)

Allied Health 3 hours

Required course: AH 11

Business 9 hours

Required courses: BU 19, 144, 146

Education 6 hours

Required courses: ED 176, 194

Radiologic Technology

Required courses: RT 111, 112, 116 10 hours
AART certification 33 hours
Electives 7 hours

BACHELOR OF SOCIAL WORK

The candidate for the Bachelor of Social Work degree must meet the following requirements:

1. Completion of at least 128 semester hours of academic work with a minimum grade point average of 2.0 (average grade of "C").
2. Maintain a "C" or above in all Social and Behavioral Sciences and Social Work courses.
3. Completion of the senior year of the college.
4. Approval of the major in writing from the adviser in Social Work.
5. Completion of the following requirements:

Humanities 20 hours
Recommend that courses be taken in three or more areas.

Recommended courses:

EN 15, 28 (6)

PL 13 or 156 (3)

CO 11 (2)

Social and Behavioral Sciences 27 hours
Required courses:

Economics: EC 41 or 42 (3)

Political Science: PS 11 or 50; or PS 12 or 120 (3)

History: HI 17 or 18 (3)

Psychology: PY 11, 161 and 162 (9)

Sociology: SO 11, 130, and one elective (9)

Natural Sciences and Mathematics 10 hours
(Must include one course in biological science and one course in mathematics.)

Recommended courses:

BI 14 (4)

MA 11 and/or MA 50 (3-6)

Social Work 39 hours

SW 11 Introduction to Social Work (3)

SW 115 Social Welfare (3)

SW 121 Human Behavior in the Social Environment (3)

SW 130-139 One course from Special Client Groups (3)

SW 140 Social Work Practice I (3)

SW 160 Social Legislation and Policies (3)

SW 178 Introduction to Research (3)

SW 180 Social Work Practice II (3)

SW 181 Field Instruction I (6)

SW 183 Social Work Practice III (3)

SW 184 Field Instruction II (6)

Electives 32 hours



THE HONORS PROGRAM

Designed to challenge the human potential of each participant, through both interdisciplinary and departmental efforts, the Honors Program encourages the student to explore his highest levels of scholarship, creativity and autonomy.

Curriculum

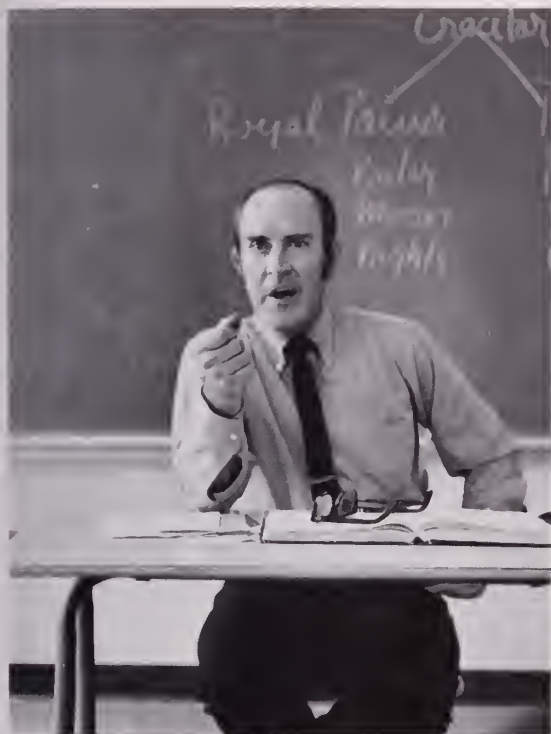
Qualifying students may complete the Honors Program in three or four year sequences, as follows:

First Year:

Foundations Course (5) (5)

A multidisciplinary course designed to focus on the inter-relating aspects of civilizations, including their cultural, philosophical and scientific development through man's history. Honors Program Options (2-3) (2-3) Choice of interdisciplinary or in-depth courses involving the honors student with extensions and/or concentrations of areas related to the Foundations Course.

Departmental Honors Courses (3-6) (3-6)



Second Year: Honors Program Options (2-3) (2-3)
Departmental Honors Courses
(3-6) (3-6)

Third Year: Program Seminars (2) (2)
Group involvement in original
research under direction.
Departmental Honors (3-6) (3-6)

Fourth Year: Program Colloquia (2) (2)
Departmental Honors (3-6) (3-6)
Research Project (2)

Recommended: Travel experience (1-3)
Honors Course in the Creative
Experience (1-3)

Graduation with Honors

A graduate of the Avila College Honors Program
will be expected to have acquired a minimum of:

- 15 credits in PROGRAM HONORS
- 12 credits in DEPARTMENTAL HONORS
- 4 credits in the PROGRAM SEMINAR
- 4 credits in the PROGRAM COLLOQUIUM
- 2 credits in the SENIOR RESEARCH PROJECT

In addition to simple mastery of subject matter, the Honors Program graduate will be expected to demonstrate via participation in Seminars and Colloquia and through the Senior Research Project that he has exhibited serious scholarly purpose.

Recognition of this achievement will appear on the student's diploma and transcript. Students who meet admission criteria but who do not work toward an honors degree may still participate in courses in the Honors Program.

DOUBLE MAJOR AND DEGREE CONFERRED

When two majors are completed in different degree areas, the degree conferred will be granted in the primary degree area as indicated by the student.

Requirements for earning a second degree are as follows:

1. Completion of a minimum of thirty (30) additional semester hours at Avila College after the awarding of the first baccalaureate degree.
2. Completion of a major with at least half of the major taken at Avila. A "C" average must be maintained in all upper division major courses.
3. Completion of the core requirements as listed for each degree offered at Avila.

APPLICATION FOR DEGREE

Written application for a degree, Associate or Baccalaureate, must be filed with the Academic Dean's Office during the session preceding the semester required to complete degree requirements. Date for application for a degree is listed on the first semester class schedule.



ACADEMIC REGULATIONS

CREDIT HOURS AND GRADING SYSTEM

Grades	Points per semester hour
A - excellent	4
B - good	3
C - overage	2
D - below overage	1

NC— no credit (academic assessment mode— student deserving of no credit) 0
 — not computed in the grade point overage

W— official withdrawal (without academic assessment up to and including the day before the final class evaluation or examination) 0

Au— audit (courses may be taken as audit with the approval of the instructor — student may withdraw from the course or change to credit course to audit up to and including the day before the final class evaluation or examination — student may also change on audit course to credit with the permission of the instructor — a student may be withdrawn from a class at the discretion of the instructor if the student is not attending class) 0

P— Pass (equivalent to A, B, C under the Pass or No Pass option) 0

NP— No Pass (equivalent to D or NC under the Pass or No Pass option) 0
 (Courses may be taken on the Pass or No Pass option with the approval of the instructor and the major adviser. Permission forms are available in the registrar's office. This option may be contacted with the instructor up to and including the day before the final class evaluation or examination. The instructor records the final grade as Pass or No Pass only. A Pass or No Pass grade may not subsequently be converted to a standard letter grade.)

I— Incomplete (course work required for a grade must be completed within six weeks after the close of a session unless a shorter time is stipulated by the instructor; if not the grade of Incomplete will remain and cannot be subsequently changed to a standard letter grade.)

The basis for determining academic standing is the point-hour ratio. It is obtained by dividing the total number of grade points by the total number of semester hours completed, including transfer credits, and excluding courses in which the grades NC, W, AU, P, NP and I are recorded.



STUDENT LOAD AND CLASSIFICATION

A full-time student carries from twelve to eighteen credit hours each semester. Excess credits may be carried only with the approval of the academic dean. A part-time student carries from one to eleven hours.

A student on a degree program must have the approval of his adviser and the academic dean to take courses at another college. This request will not be granted if the student is within thirty hours of a degree, if the course is available on campus, or if the student does not have a "C" average.

Sophomore Status: 24 semester hours and "C" average

Junior Status: 60 semester hours and "C" average

Senior Status: 92 semester hours and "C" average

ATTENDANCE

Attendance at all classes and examinations is required.

HONORS

Students are eligible for the Dean's List who have a course load of at least 15 hours carrying grade-points and a grade-point average of at least 3.5.

Degrees are conferred with the following honors:
summa cum laude— 3.9 grade-point average
magna cum laude— 3.7 grade-point average
cum laude— 3.5 grade-point average

Graduation honors are based on all work completed before the session preceding commencement.

TRANSCRIPT OF CREDITS

Student records are confidential; therefore, official and unofficial transcripts are issued only at the written request of the student. Official transcripts are forwarded by direct mail to other institutions. Unofficial transcripts are issued to students for personal use. The fee for each transcript issued is \$1.00 payable in advance.

Academic records are released when financial obligations to the college have been met.

Avila College is in compliance with the Family Educational Rights and Privacy Act of 1974 for the reviewing of educational records. Students and parents of dependent students may request to review educational records as follows:



1. Complete and sign a request with the office concerned. (Parents must supply evidence of dependency of child.)
2. Set up an appointment for reviewing record.
3. Pay a fee of \$1.00 for each page of record reproduced.

PROGRAM CHANGES AND WITHDRAWALS

Program changes and withdrawals are official when forms that are available in the registrar's office have been processed. All program changes must be officially made within one week of the date of change or withdrawal. Students who do not officially withdraw from a course will receive a final grade of No Credit.

Registration for a class must be made before the last day given for entering a class. (Within two weeks during semester sessions and a shorter time during summer sessions.)

The fee for each change made between registration and the end of the tuition adjustment period is \$5.00. There is no fee for changes made after the tuition adjustment period.

(SEE TUITION ADJUSTMENT POLICY)

PROBATION AND DISMISSAL

All students must maintain a cumulative grade point average of 2.0 ("C" average). Failure to maintain a cumulative 2.0 average places the student on academic probation.

Underclassmen who maintain at least a 2.0 average the semester following academic probation will be given another semester to bring the cumulative average up to 2.0. Underclassmen who fail to remove academic probation within the two consecutive semesters following probation are subject to dismissal. Upperclassmen who fail to remove academic probation within the semester following probation are subject to dismissal. Students receiving two or more NC grades in any one semester while on probation are subject to dismissal.

Freshmen, sophomores, and juniors may be dismissed without a probationary period if for the past semester they have a grade point average of less than 1.6. Seniors may be dismissed without a probationary period if for the past semester they have a grade point average of less than 2.0.

Students receiving two or more grades of NC in any one semester will be placed on or continued on probation and/or subject to dismissal. Removal of this type of probation will be made by the Committee on Admissions and Scholarships with the recommendation of the academic adviser. Underclassmen who fail to remove this type of probation within two consecutive semesters following probation are subject to dismissal. Upperclassmen who fail to remove this type of probation within the semester following probation are subject to dismissal.

Semester:

12-18 hours in one semester for full-time students;
12 hours over a period of consecutive semesters for part-time students.

All students with academic scholarships must complete at least 12 hours each semester with passing grades (courses completed with P grades not included). Exceptions made for courses completed with a grade of P must be approved by the Academic Dean. A 3.0 ("B" average) must be maintained each semester as well as a cumulative 3.0 average. Failure to maintain a 3.0 average each semester will result in loss of scholarship.



The conduct expected of students should be such as is generally accepted and appropriate in an academic community. This standard does not permit:

1. Conduct that obstructs or disrupts teaching, research, administration, or other college activities;
2. Student failure to react properly to administrative requests;
3. Indecent conduct or speech.

Failure of a student to observe the standard of acceptable behavior may, upon due deliberation by the administrator, in conference with those involved, and after a hearing for the student, result in dismissal of that student.



COURSES OF INSTRUCTION

COURSE DESCRIPTIONS

Undergraduate Courses: Courses numbered 11-99 are lower division and are intended primarily for freshmen and sophomores. Those numbered 111-199 are upper division and are more advanced.

Graduate Courses: Courses numbered in the 400's.

Consecutive numerals separated by a comma, e.g., Fr 11, 12, indicate a course sequence through the year.

The numeral in parentheses after the course title indicates the credit in semester hours.

The Roman numeral following the course description indicates the semester in which the course is given. First semester course offerings are indicated by I; second semester, II. Where frequency of course offering is not indicated, the course is given as required.

DEPARTMENTS

The academic departments of the college and the subject areas included in these departments are as follows:

Department of Business and Economics
business, economics, organizational psychology

Department of Education and Psychology
education, physical education, psychology, recreation

Department of Fine Arts

art, art therapy, dance, music, speech/theatre

Department of Modern Languages

English, French, German, Spanish

Department of Natural Sciences and Mathematics

biology, chemistry, earth science, mathematics, medical record administration, medical technology, physics, radiologic technology

Department of Nursing

Department of Religious Studies and Philosophy

Department of Social Science

administration of justice, history, political science, public administration, social work, sociology

Students may major in the following areas:

administration of justice, art, art therapy, biology, business, chemistry, economics, pre-school education, elementary education, special education, English, French, history, mathematics, medical record administration, medical technology, music, natural science, nursing, organizational psychology, political science, pre-medicine, psychology, public administration, radiologic technology, recreation, religious studies-education, social work, sociology, Spanish, speech/theatre.

Minors are offered in most major areas and in dance, secondary education, international studies, music theory, philosophy, theology, and women's studies.

The Department of Business offers a two-year Associate of Arts degree in the following areas of concentration: Accounting; Data Processing; Finance; Health Care Administration; Hotel-Motel Management; International Business: Emphasis on International Management; International Business: Emphasis on Bilingual Office Administration; Legal Secretary; Management; Medical Secretary; Personnel Administration; Retail Marketing; and Secretarial Administration.

The Department of Business offers Certificates in the following areas: Accounting; Data Processing; Finance; Health Care Administration; Hotel-Motel Management; International Business: Emphasis on International Management; International Business: Emphasis on Bilingual Office Administration; Legal Assistant; Management; Medical Transcription; Personnel Administration; Retail Marketing; and Secretarial Administration.

ADMINISTRATION OF JUSTICE (AJ)

Major: First two years: Associate Degree or equivalent.

The Associate Degree will be accepted as fulfilling the core requirements for a B.A. Degree at Avila College. Students entering Avila without an Associate Degree must fulfill the core requirements for a B.A. degree at Avila College. All students, including those entering Avila with the Associate Degree, must fulfill departmental requirements listed below.

It is possible to earn up to thirty semester hours of credit through Police Academies, CLEP testing, Seminars, Special Certificates, etc. No credits received in this manner may be applied to fulfill the requirement that the student complete at least thirty semester hours of academic work or Avila College.

Humanities: At least fifteen hours, including:
English Writing 3
Speech Communication 2

Natural Sciences and Mathematics: At least six hours

Social and Behavioral Sciences: (Anthropology, Economics, History, Political Science, Psychology, Public Administration, Social Work, and Sociology). At least thirty-six hours including:
Political Science 3
Psychology 3
Public Administration 3
Sociology 3

Credits earned in Administration of Justice may not be used to fulfill requirements in the Social and Behavioral Sciences, but up to six hours of credit for business courses may be applied toward fulfillment of these requirements.

Administration of Justice: At least thirty hours is required in this major, with at least twelve of these hours to be completed at Avila College.

Electives: Any area, as needed for a B.A. Degree.

Total hours required 128

Although not required, certain courses may be highly recommended, depending on the student's current interests and/or career goals. For further information, the student may consult his/her academic adviser.

Minor: Eighteen hours in Administration of Justice.

11. INTRODUCTION TO ADMINISTRATION OF JUSTICE. (3)

A survey of the Administration of Justice and its subsystems, including Law Enforcement, the Courts, and juvenile and adult Corrections. I.

13. POLICE-COMMUNITY RELATIONS. (3)

A view of contemporary problems in relations between police and their publics. II.

31. CORRECTIONS. (3)

An introduction to the field of corrections with an examination of its relationship to the remainder of the criminal justice system. I.

111. TECHNIQUES OF AGENCY ADMINISTRATION. (3)

A survey of management models, administrative techniques, and patterns of organizational structure characteristic of Administration of Justice agencies. I.

112. POLICE SUPERVISION AND ADMINISTRATION. (3)

An intensive review of the principles of municipal police administration and of the theory and practice of police administration. Alternate years. I.

115. PROBLEMS OF AGENCY ADMINISTRATION. (3)

The behavior of Administration of Justice agencies, focused on member behavior and on the methods by which behavioral patterns are developed and modified. Prerequisite: AJ 111 or 112, or consent of the instructor. II.

127. JUVENILE JUSTICE ADMINISTRATION. (3)

An overview of the juvenile justice process and comparison of the juvenile and adult processes. II.

137. COMMUNITY-BASED CORRECTIONS. (3)

An overview of non-institutional and post-institutional programs in Corrections, including Probation, Parole, and Diversion. II.

138. CORRECTIONAL STRATEGIES. (3)

A review of current treatment programs in Corrections, and on evaluation of their effectiveness. Prerequisite: One course in Corrections. I.

181. TOPICS IN THE ADMINISTRATION OF JUSTICE. (3)

Seminar on topics of current interest in Administration of Justice. Content variable. May be repeated for credit, by permission. Prerequisites: Two courses in Administration of Justice, or consent of the instructor. I and II.

188. PRACTICUM. (3-6)

Off-campus observation-participation, living-learning experiences in agencies concerned with the Administration of Justice. Prerequisites: Majors only, consent of the instructor. I and II.

197. INDEPENDENT STUDY. (3)

Independent study of a selected problem of individual concern to the student, in an area of interest relating to the administration of justice. May be repeated for credit. Prerequisite: Consent of the instructor. I and II.

198. DIRECTED RESEARCH. (3)

Field research in a specialized area of the administration of justice. Will involve the completion of a research project in a criminal justice agency. May be repeated for credit. Prerequisite: Consent of the instructor. I and II.



ALLIED HEALTH (AH)

No major or minor is offered.

11. INTRODUCTION TO THE HEALTH CARE SYSTEM. (3)

An overview of the health care system with emphasis on the interrelationships of the health professionals. This course will also serve as an introduction to those considering majors in Medical Record Administration, Medical Technology, Radiologic Technology, and Health Care Administration, and are in need of a clear definition of these professions.

ART (AR)

STUDIO ART

Major: Forty-two hours including AR 11, 31, 41, 51, 80, 112, 132, 142, 152, 171, 181 or 184, and 185; maximum number of hours which may be taken in art is 60.

The student proposing to major in art must demonstrate an acceptable level of proficiency to the art faculty following completion of Art Foundation (AR 11, 15, 31, 41, 80, 112) in order to determine readiness for work on the Senior Art Exhibit.

VISUAL COMMUNICATIONS

Major: Students develop visual skills, problem-solving capability and awareness required of the professional artist in advertising. Studio major.

Area of concentration requirements: AR 11, 41, 51 (2), 80, 112, 121, 160, 161, 165, 169 (1), 171, 197; BU 113, 141, 142.

Minor: AR 11, 112, 31, 41, 142, 51, 80 and twelve semester hours of upper division art.

THE TEACHING OF ART:

Studio major, minor in Secondary Education. (See Education section.)

15. INTRODUCTION TO DESIGN. (3)

A foundation course in the esthetics and mechanics of design. An investigation of the nature and properties of color, shape and space, leading the individual to problem solving in two and three dimensional design.

11. DRAWING I. (2)

Drawing fundamentals; two-dimensional design and expressive drawing with several media including ink.

112. DRAWING II. (2)

Study of optics through perspective; compositional content of object drawing; interiors and landscape.

113. DRAWING III. (2)

Introduction to the human figure. Expressive approach. Emphasis on composition and various media.

114. DRAWING IV. (2)

Advanced figure drawing. Emphasis on modeling, anatomy and composition. Variety of media including pen and ink.

115. DRAWING V. (3)

Subject matter variable with advice of coordinator.

116. ART FOR THE ELEMENTARY SCHOOL. (3)

Art as communication of children. As a core of knowledge; as growth in vision, expression. Theory and evaluation.

121. PHOTOGRAPHY I. (3)

Knowledge of the process. Picture-taking, developing, printing, enlarging.

122. PHOTOGRAPHY II. (3)

Photography as an art form. Continuation of the photographic process in black and white.

123. PHOTOGRAPHY III. (3)

Further exploration of black and white photography as an art form with attention to special darkroom techniques and their relation to the aesthetic of a photograph.

124. PHOTOGRAPHY IV. (3)

The culmination of work in black and white photography as a student begins to develop and solidify his own style of photographic expression. Each student will develop a portfolio of exhibition quality prints indicative of his style and his sensitivity to the potentials of photographic art.

31. CERAMICS I. (3)

Fundamentals of three-dimensional structures; hand-building; elements of design; firing, glazing; introduction to wheel throwing.

132. CERAMICS II. (3)

Emphasis on wheel throwing; ceramic sculpture; glaze composition.

133, 134. CERAMICS III, IV. (3, 3)

Emphasis on wheel throwing; clay and glaze composition; independent design.

41. PAINTING I. (2)

Two-dimensional design, color theory, composition.

142. PAINTING II. (2)

Advanced design and color experience with brush technique. Structure of the human figure, landscape and still life in relation to painting. Composition.

143. PAINTING III. (3)

Technical approach to painting: Optics, color vibration, kinetic experience, transparency. Hard edge approach to painting. Use of model.

144. PAINTING IV. (3)

Application of brush technique. Sensitivity to color; personal expression of content gained from environmental sources.

145. PAINTING V. (3)

Communication with continuing sensitivity to life, environment and ideas in color structure.

146. TRANSPARENT WATER COLOR. (3)

Theory. Exploring with the medium to obtain skill. Compositions, outdoor and indoor. Mixed media.

51. SCULPTURE I. (3)

Three-dimensional design; awareness and discovery of design in materials; introduction to modeling, carving.

152. SCULPTURE II. (3)

Modeling of the human figure and casting.

153, 154. SCULPTURE III, IV. (3, 3)

Extended studio experience in modeling, carving and construction in a selected media. Concentration on one media.

156. METAL ENAMELING AND JEWELRY DESIGN. (3)

Design appreciation and execution of plaques, holloware, jewelry and sculptural forms by fusing vitreous enamels to hand-wrought copper shapes.

160. VISUAL COMMUNICATIONS I. (3)

Basic exploration of visual message making. Included are problems in the conversion of verbal concepts to visual messages. Practicum required. Some time spent in observation in a professional studio.

161. VISUAL COMMUNICATIONS II. (3)

An investigation of visual symbols and typographic design as they are used in communication.

165, 166. SPECIAL PROBLEMS IN ADVERTISING DESIGN I, II. (3, 3)

A study relating to a specific professional area (T.V., exhibit design, publications, packaging, educational media) involving the student in a series of projects which require the application of his total design capability to problems of professional scope and complexity. Prerequisites: AR 160, 161.

168. VISUAL TECHNOLOGY. (3)

A practical exploration of the commercial processes and materials of the printing industry as related to the work of the graphic designer focusing on production methods and techniques necessary to the preparation of camera-ready art. Off-campus in professional studio.

169. CALLIGRAPHIC DESIGN. (3)

Fundamentals of hand lettering; four alphabets; historic and contemporary composition and uses of lettering.

171. PRINTMAKING I. (3)

Fundamentals of printmaking, wood block, silkscreen.

172. PRINTMAKING II. (3)

Fundamentals of intaglio printmaking beginning with wood-cuts.

173. PRINTMAKING III. (3)

Continuation of the study of the printmaking processes: Serigraphy; Intaglio; Relief Printing.

174. PRINTMAKING IV. (3)

Independent study with an emphasis on direction in one of the areas of printmaking: Serigraphy; Intaglio; Relief Printing.

80. SURVEY OF ART. (2)

Study of relationship between man in his world and in his art expression; art history periods.

181. HISTORY OF RENAISSANCE ART. (3)

Study of development of the Italian and Flemish schools and the style of individual artists.

182. HISTORY OF BAROQUE ART. (3)

A study of the development of the Baroque in Europe from the late 16th Century through the 18th Century.

184. HISTORY OF POST-RENAISSANCE ART. (3)

Study of Western art from the Renaissance to the 20th Century.

185. HISTORY OF 20TH CENTURY ART. (3)

Architecture, sculpture and painting from impressionism to the present day.

188. HISTORY OF ASIAN ART. (3)

Study of the culture of Japan, China and India. Art periods; architecture, sculpture, painting.

191. FIBER DESIGN I. (3)

Exploring textile processes, loom and non-loom; utilizing fibers, yarn and cloth in two and three dimensional design.

192. FIBER DESIGN II. (3)

Continuation of previous textile skills; emphasis on utilization of technique.

193. FIBER DESIGN III. (3)

Concentrated study and research in a chosen technique exploring process, design and media.

194. FIBER DESIGN IV. (3)

Intensive study and research, process, and design in a single media and technique.

196. GALLERY DESIGN. (1-2)

The structure and arrangements of the gallery. May be repeated with consent of instructor.

197. FIELD STUDY. (6)

First semester of the senior year. On-the-job training in a professional studio and preparation of a portfolio. Prerequisites: AR 165, 166.

198. ART PROBLEMS I. (1-5)

Art-making. Moving from idea to form in two and three dimensions. Open lab concept. Counseled through coordinator.

199. ART PROBLEMS II. (1-5)

Work on the Senior Exhibit. By advisement of the coordinator the student is given the instructors for areas needed. Fees are to be paid in the areas which require such fees.

All senior students are required to organize and present on exhibit of representative works during the final semesters. The student exhibitor will provide before the exam-exhibit one roll of colored film and expense for development of the slides to be taken by a staff member and to be placed on record in the art department.

ART THERAPY (AT)

Program: AT 21, 22, 113, 127 and 199 plus Required Art Courses: AR 15, 11, 112, 113, 114, 116, 41, 142, 31, 132, 51, 152, 171, 80, 181, 185, plus seventy-one required related hours.

Required Psychology Courses: PY 11, 50, 55, 56, 157, 161, 188, 189 plus
Other Required Related Courses: ED 163, ED 195, and SO 11.

Graduation Requirement: As partial fulfillment of the academic requirements for a degree in Art Therapy, each student must complete the following:
a. Take the Civil Service Exam for Activity Therapists
b. Art Exhibit

21. INTRODUCTION TO ART THERAPY. (3)

An examination of the theories and principles of Art Therapy based on its historical foundations in psychology and in the literature of leading art therapists of today. Diverse schools of thought will be explored and compared to further understanding of art in the therapeutic process. No prerequisites. II.

22. ART THERAPY PRACTICUM. (1)

A survey of the mental health and community treatment programs offering various types of art therapy. Trips will be scheduled to locations in the Kansas City and immediate areas. No prerequisites. II.

113. RESEARCH AND TECHNIQUES OF ART THERAPY. (3)

The methods and techniques of facilitating art expression and communication in therapy will be explored using readings, discussion and group participation. Prerequisites: AT 21 and 22; AR 11; PY 11, or consent of instructor. I.

127. ART THERAPY SEMINAR. (2)

A synthesis of theory and practice through group discussions and presentations based on individual research and experience in the field. Experience will include supervised work with one or more individuals and written evaluations of this work. Prerequisites: AT 113 and consent of instructor. II.

199. PRACTICUM. (4)

Supervised practicum in Art Therapy. Student will be placed in Human Relations Agency to practice clinical skills. Selection of students for the practicum is based on academic average in AT courses, individual maturity, and potential for growth. The selection is determined by the consensus of the Art Therapy faculty and advisers. Prerequisite: Consent of instructor. I.

BIOLOGY (BI)

Major: BI 12, 13, 116, 117, 144 and 172 (20 hours)

Area of Concentration:

Microbiology concentration: BI 141, 142, 146, 147 and 148 (16 hours)

Anatomical-Physiological concentration: BI 141, 142, 151, 161, 165 (17 hours)

Pre-medical concentration: BI 141, 142, 146, 151, 165 (17 hours). (BI 172 not required)

Other requirements: CH 11 or 21, 22, 116, 117, 121 or 122; MA 16, 17 or 31; PH 11, 12.

All students majoring in biology are required to pass the Graduate Record Examination in Biology or a Departmental Comprehensive Examination for graduation. It is recommended that this be done in the senior year.

Minor: BI 12 or 13; Sixteen semester hours in upper division biology.

BIOLOGY-CHEMISTRY MAJOR

Biology: BI 12, 13, 116, 117, 144 and sixteen hours in an area of biology concentration.

Chemistry: CH 11 or 21, 22, 116, 117, 121, 131, 132 and four hours of an upper division elective.

Other requirements: MA 16, 17 and 31 or MA 31, 112; PH 11, 12.

BIOLOGY-MEDICAL TECHNOLOGY MAJOR

A student may choose to major in Biology and Medical Technology in a Five-Year program. The first four years will be spent on campus completing academic requirements for the Medical Technology and Biology majors. The fifth year the students will enroll in the MT 181-185 clinical courses. Upon completion the student will receive the Bachelor of Science in Medical Technology and Bachelor of Arts degrees. The following requirements must be met:

Allied Health: AH 11

Biology: BI 12, 13, 111, 112, 116, 117, 141, 144, 146, 147, 148, 191, 192 and 194.

Chemistry: CH 11 or 21, 22, 116, 117, 120, and 121.

Physics: PH 11, 12.

Mathematics: MA 16, 17 or 31.

Medical Technology: MT 181, 182, 183, 184 and 185. During the fifth year the student will register for the MT 181-185 series. These courses will be taken at a hospital with which the college has an affiliation.

PRE-MEDICAL

See Pre-Medical section.

NATURAL SCIENCE

Major: BI 12 or 13; CH 11 or 21, 13 or 22; PH 11; thirty semester hours in upper division chemistry or biology.

No minor is offered in this area.

SCIENCE EDUCATION

Students preparing to teach biology at the secondary level major in biology and minor in secondary education (see requirements in Education section). For students interested in the teaching of science at the elementary level in a departmentalized school system, an area major in the natural sciences is recommended, together with the education courses required for a state teaching certificate.

12. GENERAL ZOOLOGY. (4)

A consideration of structure, function, and phylogeny within the animal kingdom. No prerequisites. Three hours lecture, two hours laboratory per week.

13. GENERAL BOTANY. (4)

A consideration of structure, function, and phylogeny within the plant kingdom. Three hours lecture, two and one-half hours laboratory per week. No prerequisite.

14. MAN AND THE ENVIRONMENT. (3-4)

The study of relationships between plants, animals, and their environment with emphasis on man's role: overpopulation, food and fuel resources, pollution. Three hours lecture per week. Four hours credit may be obtained upon presentation of a satisfactory term paper, subject to be chosen by the student and subject to approval by instructor. No prerequisite.

15. FUNCTIONAL HUMAN ANATOMY AND PHYSIOLOGY. (4)

A survey of the structures and functions of the human body. Three hours lecture, three hours laboratory per week. No prerequisite.

70. RARE AND ENDANGERED SPECIES. (1)

Causes and effects of species elimination, due to man's influence on his environment. No prerequisite.

90. SPECIAL PROJECTS IN BIOLOGY. (1-2)

Selected readings and lectures on topics in biological sciences for the non-science major. Findings are presented in a term paper and in a seminar.

111. HUMAN ANATOMY. (4)

A detailed study of the micro- and gross anatomy of the human body. Three hours lecture and two hours laboratory per week. No prerequisites.

112. HUMAN PHYSIOLOGY. (4)

A detailed study of the physiology of the human organ systems. Three hours lecture and two hours laboratory per week. Prerequisites: BI 111; CH 11 or 21 or concurrently.

114. BIOLOGICAL TAXONOMIC METHODS. (1)

Demonstration of and practice in collection and preservation methods for animals and plants. One hour laboratory per week. Prerequisites: BI 12 or BI 13 or concurrently.

116. GENETICS. (3)

Principles of genetics in animals and plants; nature, transmission, and function of genetic material; an introduction to population genetics and evolution. Three hours lecture per week. Prerequisite: BI 12 or 13 or consent of instructor.

117. GENETICS LABORATORY. (1)

Experimental genetic studies using *Drosophila*, maize, and fungi. Prerequisite: BI 116 or concurrently.

120. PATHOLOGICAL PHYSIOLOGY. (4)

A study of the alterations of normal physiology in pathological conditions of the human body. Four hours lecture per week. Prerequisites: BI 111, 112; CH 13, 113 or 116.

129. BIOLOGICAL AND GENETIC CONSIDERATIONS OF SEX DIFFERENCES. (1)

See WS/BI 129.

131. ORIGINS OF LIFE. (1)

An historical survey of concepts dealing with the origins of life followed by a detailed analysis of current theories of chemical evolution leading to primitive life forms. One hour lecture per week. Prerequisites: BI 12 or 13, and CH 13, 113 or 116.

141. BIOCHEMISTRY (3)

An introduction to the chemical and molecular aspects of living organisms. Three hours lecture per week. Prerequisites: BI 12, CH 113, or 116 and 117 in progress.

142. BIOCHEMISTRY LABORATORY. (1-2)

A study of natural products, metabolism and instrumentation. Prerequisites: BI 12, CH 113 or CH 117, BI-CH 141 or concurrently. Laboratory three to six hours per week.

144. CELL BIOLOGY. (4)

A consideration of the relationship between structure and function on the cellular and subcellular level. Three hours lecture and two and one-half hours laboratory per week. Prerequisites: BI 12, 13, or 111 and CH 11, 13, 113 or 117.

146. GENERAL MICROBIOLOGY. (4)

Morphology, physiology, and growth of microorganisms; beneficial and harmful relationship of microorganisms to man; techniques of isolation and cultivation. Lectures three hours, lab two and one-half hours per week. Prerequisites: BI 12, 13, or 111 and CH 11, 13, 113 or 117.

147. PATHOLOGICAL MICROBIOLOGY. (4)

The salient characteristics of bacteria and fungi associated with diseases of man. Three hours lecture, two and one-half hours laboratory per week. Prerequisite: BI 146.

148. IMMUNOLOGY. (4)

A study of antigens, antibodies, and cell-mediated immunity; immediate hypersensitivities; autoimmune diseases. Lectures three hours, two and one-half hours laboratory per week. Prerequisites: BI 12, 13, or 111 and CH 11, 13, 113 or 117.

151. GENERAL PHYSIOLOGY. (4)

An investigation into the physio-chemical principles underlying animal and plant physiology. Prerequisites: (one of these may be taken concurrently) BI 12 and 13 (or consent of instructor); CH 13, 113 or 117 (or consent of instructor). Lecture three hours, laboratory two hours.

161. DEVELOPMENTAL ANATOMY. (4)

A detailed study of animal embryology with emphasis on vertebrates. Three hours lecture, two hours laboratory per week. Prerequisite: BI 12.

165. COMPARATIVE ANATOMY. (5)

A detailed study of representative chordate anatomy. Three hours lecture, six hours laboratory per week. Prerequisite: BI 12.

172. GENERAL ECOLOGY. (3-4)

A detailed study of relationships between plants, animals and their environments. Two hours lecture, two hours laboratory per week. Four hours credit may be obtained upon presentation of a satisfactory term paper or completion of a field research problem, topic to be chosen by the student and subject to approval by instructors. Prerequisites: BI 12 or 13 or consent of instructor.

175, 176. FIELD BIOLOGY I, II. (3, 3)

After classroom preparation and library research, the student would complete a study problem on a topic of his choice subject to instructor's approval on an extended field trip to a previously designated area. Three hours lecture per week. Field trip equivalent of science laboratory. Prerequisites: BI 12 or BI 13 or consent of instructor. Recommended: BI 114 and 172.

179. HERPETOLOGY. (2)

A survey of the taxonomy and natural history of amphibians and reptiles. Two hours of lecture per week. Field trips the equivalent of a science laboratory. Prerequisites: BI 12 or consent of instructor.

181. MAMMALOLOGY. (2)

A survey of the taxonomy and natural history of mammals. Two hours of lecture per week. Field trips the equivalent of a science laboratory. Prerequisites: BI 12 or consent of instructor.

191. PARASITOLOGY. (4)

A discussion of the anatomy, life cycles, and pathological actions of human parasites. Two hours of lecture and two and one-half hours of laboratory per week. Prerequisite: BI 12.

192. HEMATOLOGY. (4)

A study of the formation, morphology, function and abnormalities of the formed elements of the blood. Consideration of the coagulation mechanism and the chemical components of blood plasma. Three hours lecture and three hours of laboratory per week. Prerequisite: BI 12 or 15.

194. MEDICAL TERMINOLOGY AND INTRODUCTION TO PATHOLOGY. (3)

Medical terms with reference to human anatomy, the disease process and an introduction to pathology. Prerequisite: BI 15 or 112.

198. BIOLOGY SEMINAR. (1-3)

Selected readings and discussion of topics in biological research. Emphasis on independent library study. Prerequisite: science major, twelve hours of upper division biology courses.

199. BIOLOGY RESEARCH. (1-6)

Individual student research project in laboratory. Prerequisite: science major and consent of the department.

ED 195. TEACHING OF BIOLOGY IN THE SECONDARY SCHOOL. (2)

See ED 195 in the Education section.

BUSINESS (BU)

The Department of Business provides students with professional knowledge and basic skills necessary to assume positions of administrative responsibility in a wide variety of areas, with concentrations in

Accounting

Business Education

Data Processing

Finance

Health Core Administration

Hotel-Motel Management

International Business,

emphasis on International Management

or Bilingual Office Administration

Lawyers' Assistant

Management

Medical Office Management

Personnel Administration

Retail Marketing

Secretarial Administration

Students may choose a major program in Business to obtain the following:

Bachelor of Arts Degree (Major in Business)

Associate of Arts Degree (Concentration in Business)

Certificate in special area of Business

All courses listed are applicable to the Bachelor of Arts Degree in Business, the Associate of Arts Degree in Business, and the Certificate Programs in Business.

All students majoring in Business must pass a proficiency examination for Business Mathematics, or take BU 31-32, Business Mathematics, by the end of the first thirty (30) hours in the department.

Students must maintain or least a "C" in all required major courses and in basic requirements.

BACHELOR OF ARTS DEGREE (Major in Business)

Basic Requirements:

BU 51, 52	Principles of Accounting I, II	6 hrs.
BU 199	Internship in Business (or alternative)	6 hrs.
EC 41, 42	Macro- and Microeconomics	6 hrs.
EC 171	Economics of Current Issues	3 hrs.
EN	English writing course	3 hrs.
MA 50	Elementary Probability and Statistics	3 hrs.
PY 11	General Psychology	3 hrs.
	Area of Concentration (listed below)	33-45 hrs.
	Electives	50-65 hrs.
	Total	128 hrs.

Area of Concentration:

- Accounting — BU 64, 114, 131, 149, 150, 151, 152, 153, 158, 163; EC 133, 148.
- Business Education — BU 12 (or equivalent), 13, 22 (or equivalent), 34, 66 (or 153), 73, 111, 114, 121, 122, 131, 132, 149 (or 151); EC 31. See Education section for requirements for secondary teacher education.
- Data Processing — BU 64, 70, 114, 131, 132, 149, and 150 (or 151 and 152); EC 161; PL 13; PY/BU 118; COBOL I, II; 15 hours of data processing specialty courses.
- Finance — BU 64, 149, 153, 154, 155, 156; EC 45, 133, 142, 148, 161, 191, 195.
- Health Core Administration — BU 64, 70, 73, 131, 133, 147, 160; MR 61, 62; PY/SO 161; RS/PL 156; SO 11, 112.
- Hotel-Motel Management — BU 61, 64, 70, 73, 114, 131, 132, 147, 149; 18 hours of Hotel-Motel Specialty Courses.
- International Business-Emphasis on International Management — BU 64, 70, 73; EC 131, 161; FR 13, 14, 16, 17, 132, 133 (or SP 11, 12, 27, 125, 138, 142).
- International Business-Emphasis on Bilingual Office Administration — BU 12 (or equivalent), 22, 64, 73, 121, 160; FR 13, 14, 16, 17, 132, 133 (or SP 11, 12, 27, 125, 138, 142).
- Lawyers' Assistant — BU 64, 73, 131, 132, 153, 160; 15 hours of Legal Specialty Courses.
- Management — BU 61, 64, 70, 73, 114, 131, 132, 147, 149, 160; EC 148.
- Medical Office Management — BU 12 (or equivalent), 13, 22 (or equivalent), 64, 73, 111, 114, 115, 121, 131, 133, 160; MR 61, 62; RS/PL 156; SO 11, 112.
- Personnel Administration — BU 64, 70, 73, 147, 160; EC 139; PY/BU 118; PY 55, 188; PY/SO 161; SO 11.
- Retail Marketing — BU 61, 62, 63, 64, 70, 73, 114, 131, 132; SO 11; Art elective.
- Secretarial Administration — BU 12 (or equivalent), 13, 22 (or equivalent), 34, 64, 73, 111, 121, 122, 131, 160.

ASSOCIATE OF ARTS DEGREE (Major in Business)**Basic Requirements:**

BU 51, 52	Principles of Accounting I, II	6 hrs.
BU 98, 99	Field Experience (or alternative)	6 hrs.
EC 41, 42	Macro- and Microeconomics	6 hrs.
EN	English Writing Course	3 hrs.
PY 11	General Psychology Area of Concentration (see below)	3 hrs.
	Electives as needed	21-39 hrs.
	Total	64 hrs.

Area of Concentration:

- Accounting – BU 114, 131, 149, 150, 151, 152, 153, 158; EC 148.
- Data Processing – BU 64, 114, 131, 132, 149 and 150 (or 151 and 152); EC 161; MA 50; PL 13; COBOL I, II; 9 hours of Data Processing Specialty Courses.
- Finance – BU 149, 155, 156; EC 45; 148, 161; MA 50.
- Health Care Administration – BU 64, 70, 73, 131; 147; MR 61, 62; PY/SO 161; RS/PL 156; SO 11, 112.
- Hotel-Motel Management – BU 61, 64, 73, 131; 12 hours of Hotel-Motel Specialty Courses.
- International Business – Emphasis on International Management – BU 64, 70, 73; EC 131 or EC 161; FR 13, 14, 16, 17, 132, 133 or SP 11, 12, 125, 138, 142.
- International Business – Emphasis on Bilingual Office Administration – BU 12 (or equivalent), 22 (or equivalent), 64, 73, 121, 160; FR 13, 14, 16, 17, 132, 133 or SP 11, 12, 27, 125, 138, 142.
- Legal Secretary – BU 13, 22 (or equivalent), 64, 73, 111, 131, 132, 160; 9 hours of Legal Specialty Courses.
- Management – BU 61, 64, 70, 73, 114, 131, 132, 160; EC 148.
- Medical Secretary – BU 12 (or equivalent), 13, 22 (or equivalent), 73, 111, 115, 131, 133; MR 61, 62; RS/PL 156; SO 11, 112.
- Personnel Administration – BU 70, 73, 147; PY/BU 118; PY 55, 188; SO 11.
- Retail Marketing – BU 61, 62, 63, 64, 70, 73, 114, 131; Art Elective.
- Secretarial Administration – BU 12 (or equivalent), 13, 22 (or equivalent), 64, 73, 111, 121, 122, 131, 160.

Conditions for Earning an Associate of Arts Degree:

Students must complete at least 64 hours with a minimum grade point average of 2.0 (average grade of "C").

Students must complete final 18 hours at Avila including at least 9 hours of required courses in area of concentration.

Students must maintain at least a "C" in all courses required in area of concentration and in basic requirements.

CERTIFICATE PROGRAMS IN BUSINESS**Basic Requirements:**

BU 51	Principles of Accounting I	3 hrs.
EN	English Writing Course	3 hrs.
PY 11	General Psychology Area of Concentration (listed below)	3 hrs.
	Total	27 hrs.
		36 hrs.

Area of Concentration:

- Accounting – BU 52, 114, 131, 149, 150, 151, 152; EC 41, 42.
- Data Processing – BU 52, 64, 114, 131; MA 50; PL 13; 9 hours of Data Processing Specialty Courses including COBOL I, II.
- Finance – BU 155, 156; EC 41, 42, 45, 148, 161; MA 50.
- Health Care Administration – BU 52, 64, 70, 131; EC 41, 42; MR 61, 62; SO 11, 12.
- Hotel-Motel Management – BU 52, 61, 64, 73; EC 41, 42; 9 hours of Hotel-Motel Specialty Courses.
- International Business – Emphasis on International Management – BU 52, 64, 70, 73; EC 41, 42; FR 13, 14, 16 or SP 11, 12, 27.
- International Business – Emphasis on Bilingual Office Administration – BU 12 (or equivalent), 22 (or equivalent), 64, 73, 160; EC 41, 42; FR 13, 14, 16 or SP 11, 12, 27.
- Management – BU 52, 64, 61, 70, 73, 131, 160; EC 41, 42.
- Medical Transcription – BU 12 (or equivalent), 22 (or equivalent), 73, 111, 115, 131, 133; MR 61, 62; RS/PL 156.
- Personnel Administration – BU 52, 70, 73, 147; EC 41; PY/BU 118; PY 55, 188; SO 11.
- Retail Marketing – BU 52, 61, 62, 63, 64, 70, 73; EC 41, 42.
- Secretarial Administration – BU 12 (or equivalent), 13, 22 (or equivalent), 64, 73, 111, 121, 122, 160.

Legal Assistant Certificate

BU 131, 132, and 4 Legal Specialty courses.

Conditions for Earning a Certificate:

Students must complete the English Writing course with a grade of "C" or better.

Students must take at least 50% of the 36 hours required for the Certificate Program in Business at Avila College.

Minors in Business

- General: BU 41, 51, 52; EC 41, 42; and 3 hours of upper division business and/or economics.
- Accounting: BU 51, 52, 149, 150, 151 and 152.
- Data Processing: BU 51, 52, 114; 9 hours of Data Processing Specialty Courses.
- Finance: BU 51, 52, 155; EC 41, 42, 148.

- Health Care Administration: BU 51, 52, 64; MR 61, 62; SO 11, 112.
- Hotel-Motel Management: BU 51, 52, 64; 9 hours of Hotel-Motel Specialty Courses.
- International Business: Emphasis on International Management: BU 51, 52, 64; FR 13, 14, 16 or SP 11, 12, 27.
- International Business: Emphasis on Bilingual Office Administration: BU 12 (or equivalent), 22 (or equivalent), 64; FR 13, 14, 16 or SP 11, 12, 27.
- Legal Assistant: BU 131, 132; 12 hours of Legal Specialty Courses.
- Management: BU 51, 52, 64, 70, 141, 160.
- Medical Transcription: BU 12 (or equivalent), 22 (or equivalent), 111, 113, 115; MR 61, 62.
- Personnel Administration: BU 51, 52, 70; PY/BU 118; PY 55; SO 11.
- Retail Marketing: BU 51, 52, 61, 62, 63, 64.
- Secretarial Administration: BU 12 (or equivalent), 13, 22 (or equivalent), 64 111, 113.

11. ELEMENTARY TYPEWRITING. (3)

Correct keyboard technique, speed and accuracy building, tabulation, simple letters. I and II.

12. INTERMEDIATE TYPEWRITING. (3)

Continued development of the overall typewriting skill. Emphasis on correspondence, tabulations, manuscripts, and other business forms. Prerequisite: BU 11 or equivalent, II.

13. ADVANCED TYPEWRITING. (3)

Experience in typing more complex correspondence, tabulations, manuscripts, and secretarial projects. Prerequisite: BU 12 or equivalent. I.

19. PRINCIPLES OF BUDGETING. (3)

Introduction to terminology, concepts, and procedures of basic budgeting, accounting, and cost determination and control. Recommended for non-business majors. I.

21. ELEMENTARY SHORTHAND. (3)

Principles of Gregg shorthand with emphasis on reading and writing speed. I.

22. INTERMEDIATE SHORTHAND. (3)

Emphasis on building shorthand writing speed. Prerequisite: BU 21 or equivalent. II.

30. LAW FOR EVERYDAY LIVING. (3)

Non-technical law course which covers areas of the law encountered in day-to-day activities. Selected topics discussed according to interest of class, including: contracts, wills, deeds, trusts, selection of jury, trial procedures, domestic relations, criminal law, landlord-tenant relations, debtor-creditor relations. I.

31. BUSINESS MATHEMATICS: FUNDAMENTALS. (2)

Use of mathematical principles applied to consumer loans, markup and markdown, commissions and discounts, depreciation, and other business applications. I, II.

32. BUSINESS MATHEMATICS: ALGEBRA. (1)

A review of algebra solving various types of equations and graphing as used in business applications. I, II.

34. BUSINESS MACHINES. (3)

Realistic business problems and applications to develop competent operators of ten-key adding machines and printing and electronic calculators. Prerequisites: BU 31 and 32 or equivalent. II.

41. INTRODUCTION TO BUSINESS. (3)

Study of business and its environment, the various roles of business organizations, the relationship of business to government, the interdisciplinary approach to the management of the firm. I and II.

50. POLITICS AND POWER: THE ROLE OF GOVERNMENT IN BUSINESS. (3)

See PS 50.

51. PRINCIPLES OF ACCOUNTING I. (3)

Introduction to the terminology, concepts, and procedures of modern accounting. Sophomore standing. I and II.

52. PRINCIPLES OF ACCOUNTING II. (3)

Continuation of BU 51. Accounting for partnerships, corporations, and branches. Introduction to cost accounting. Use of basic accounting theories as an aid to management. Includes the analysis and interpretation of financial statements. Prerequisite: BU 51. I and II.

61. PRINCIPLES OF MARKETING. (3)

Introduction to the principles and practices of marketing goods and services. Strategy and planning are emphasized, and the marketing concept given extensive treatment. I and II.

62. PRINCIPLES OF ADVERTISING. (3)

Introduction to the multidimensional role of advertising in our society. Emphasizing analysis of advertising as a form of communication and persuasion, as a component of our economic and social systems, and as a means of financing the mass media. II.

63. PRINCIPLES OF SALESMANSHIP. (3)

Principles and methods of effective personal selling, with emphasis on customer analysis and methods of sales presentations. I.

64. PRINCIPLES OF MANAGEMENT. (3)

Introductory course stressing basic principles of management applicable to any business, or to operating a department of government, a non-profit organization, a union, or a trade association. See PA 64. I and II.

65. PRINCIPLES OF REAL ESTATE. (3)

Designed to assist those who seek a business career in the broad field of real estate and others who for personal reasons wish to obtain a clear understanding of the facts of real property ownership, as well as of the principal commercial and financial transactions involved in the ownership and transfer of real estate. II.

66. FUNDAMENTALS OF TAX PREPARATION. (1)

This course will include instruction in the preparation of individual and business tax returns, employment taxes and the professional duties and responsibilities of a tax preparer. I and II.

70. PERSONNEL ADMINISTRATION. (3)

Study of the organization and operation of the personnel department. Consideration is given to planning and controlling the administration of personnel functions, including employee procurement, placement, training, job evaluation, wage administration, performance rating, health and safety. See PA 70. I and II.

73. BUSINESS COMMUNICATIONS. (3)

Summary of appropriate areas of communication theory followed by applications to business. Composition of specific types of business letters, interoffice communications, and reports from a management and human-relations approach. Prerequisite: English Writing Course. See OP 73. I and II.

98, 99. FIELD EXPERIENCE I, II. (3, 3)

On-the-job experience to supplement class work in a chosen area of concentration over 15 to 20 hours per week under the supervision of a training sponsor and a coordinator from the college. Students will increase their understanding of business by discussing and analyzing their experiences with fellow students and the coordinator. Required for Associate of Arts Degree in Business. I and II.

110. ORGANIZATIONAL PSYCHOLOGY. (3)

See OP 110.

111. SECRETARIAL PROCEDURES. (3)

Comprehensive treatment of secretarial duties performed in modern business offices. Prerequisites: BU 12 and 22. I.

114. BUSINESS DATA PROCESSING. (3)

Comprehensive treatment of the fields of data processing, computer systems and devices, basic programming elements and concepts of assembly level languages and higher level languages, principles applicable to the organization and management of the data processing department. I.

115. MEDICAL TRANSCRIPTION. (1)

Designed to provide high degree of skill and accuracy in transcribing medical correspondence, reports, and case histories. Prerequisite: BU 22.

116. INTRODUCTION TO TRANSACTIONAL ANALYSIS AND MANAGEMENT. (3)

An application of the principles of Transactional Analysis (TA) to management situations. Provides an interesting way to learn the didactics of TA in an experiential setting. Helps individuals to better understand themselves, as well as their personal, business, and social relationships. II.

117. CAREER DEVELOPMENT. (3)

See PY 117.

121. SHORTHAND TRANSCRIPTION I. (3)

Designed to increase shorthand writing speed and to begin transcription skill building. Prerequisite: BU 22 or equivalent. I.

122. SHORTHAND TRANSCRIPTION II. (3)

Continuation of Shorthand Transcription I with emphasis on speed building in dictation and transcription. Prerequisite: BU 121. II.

123. ADMINISTRATIVE BEHAVIOR. (3)

See PA 123.

131. BUSINESS LAW I. (2-3)

Study of the legal aspects of contracts, agency and employment, commercial paper, personal property and bailments. Students in Health Care Administration and/or Medical Office Management may take Business Law I for 2 hours, to be supplemented by BU 133, Medical-Legal Problems (1 hour). I and II.

132. BUSINESS LAW II. (3)

Study of the legal aspects of sales, security devices, partnerships, corporations, real property, estates and bankruptcy, government and business. Prerequisite: BU 131. I and II.

133. MEDICAL-LEGAL PROBLEMS. (1)

Study of physician's legal responsibilities in the practice of medicine and assistant's legal relationship in this area. Understanding of legal relationship of physician and patient, Medical Practice Arts, malpractice, types of medical care and types of medical practice. I or II.

134. FORMATION AND OPERATION OF BUSINESS ENTITIES. (3)

Examination of Missouri corporation and partnership law to become familiar with concept of these entities. Preparation of various documents necessary for formation and continued operation of these business entities. Consideration of preparation of related documents, such as employment agreements, stock restriction agreements and qualifying in foreign jurisdictions. I.

135. WILLS, TRUSTS AND PROBATE ADMINISTRATION. (3)

Lawyer's Assistant specialty course designed to provide knowledge of the types, importance, and forms of estate planning with emphasis on the tax and administration consequences of each. II.

147. LABOR-MANAGEMENT RELATIONS. (3)

In-depth study of the basic principles of labor-management relations and how these relate to everyday activities regarding contracts, grievance procedures, and arbitration. Discussion of the roles of the arbitrator, union representatives, and management in preparation for arbitration. I and II.

148. CASE STUDIES IN MANAGEMENT. (3)

Intensive analysis of business situations to evaluate these companies in the light of general conditions and of conditions within the company itself; to develop policies and plans for achieving set objectives; to organize personnel to carry out plans; to guide and maintain administrative organizations; to reappraise, and when necessary, alter objectives, policies and organization. Prerequisite: BU 64 or equivalent. I and II.

149. MANAGERIAL ACCOUNTING. (3)

Study of the principles of determination, responsibility, and control of costs. Emphasis on managerial use of cost information for planning and control. Cost-volume-profit analysis; budgeting; systems design; job order costing; standard costing; and the contribution approach to decisions. Prerequisite: BU 52. I and II.

150. COST ACCOUNTING. (3)

Study of accounting for product and period costs. Emphasis on overhead variance analysis, overhead applications and reapportionment, process costing, variable costing, sales and product mix and yield variances, and joint costs. Prerequisite: BU 52. II.

151. INTERMEDIATE ACCOUNTING I. (3)

Review of the accounting process and financial statements. Study of investments, receivables, inventories, and liabilities. Prerequisite: BU 52. I and II.

152. INTERMEDIATE ACCOUNTING II. (3)

Study of the accounting for plant and equipment (acquisition, depreciation, and retirement), intangibles, long-term liabilities, stockholders' equity, and financial statement analysis. Prerequisite: BU 151. II.

153. FEDERAL INCOME TAXATION. (3)

Detailed discussion of the fundamental aspects of federal income taxation as applied to individuals. Gross income; adjusted gross income; exclusions from gross income; deductions — business and personal; capital gains and losses; and sales and other dispositions of property. I.

154. TAX ACCOUNTING. (3)

Comprehensive examination of the fundamental characteristics of federal income tax as applied to corporations and partnerships, the effect of income tax laws upon shareholders and partners, capital gains and losses, accrual and cash-basis taxpayers, the sale and disposition of property, and the splitting of income for the purpose of lowering income taxes. Prerequisite: BU 153. II.

155. FINANCIAL MANAGEMENT. (3)

A study of the theory and practice of capital budgeting, financial analysis, financial planning, asset management, cost of capital, dividend policy, and other activities of the financial manager. Prerequisite: BU 52. Alternate I.

156. SECURITY ANALYSIS. (3)

A study and analysis of securities, securities' markets and industries for the purpose of portfolio management and investment strategy. Prerequisite: EC 145. Alternate II.

157. CASE STUDIES IN LABOR RELATIONS. (3)

Provides a practical understanding of methods and procedures used in the handling of grievance cases, from the initial grievance through the arbitration stage. Prerequisite: BU 147. II.

158. ADVANCED ACCOUNTING I. (3)

An advanced study designed to develop ability in accounting for intercorporate relationships with one or more companies owning the majority stock of one or more companies either directly or indirectly. Prerequisites: BU 51, 52. I.

159. ADVANCED ACCOUNTING II. (3)

A study of special accounting topics including partnership accounting, consignments, installment sales, estates and trusts, fund accounting, liquidations and dissolutions. Prerequisites: BU 51, 52. II.

160. OFFICE ADMINISTRATION. (3)

Designed to prepare students to administer office functions: methods, equipment, systems, policies. Prerequisite: BU 64. I and II.

161. SOCIAL SECURITY. (3)

Study of the meaning of Social Security, the economic situation at the time of the enactment of the Social Security Law, the intent of Congress in passing the program, its growth and development to the present time and a comparison of social insurance with private insurance. I.

163. AUDITING. (3)

A course in the verification of records, valuations and analysis of accounts, and presentation of conditions as used by public accountants and internal auditors, including ethics, legal, and other aspects of the auditor's work. Prerequisites: BU 151, 152. II.

164. SEMINAR ON ORGANIZATIONAL MANAGEMENT. (3)

See PA 164.

170. SEMINAR ON PERSONNEL ADMINISTRATION. (3)

See PA 170.

173. BUSINESS ETHICS. (3)

A basic survey of some contemporary business practices with discussion of such practices and relating such to proposed philosophical, theological and social criteria. See PL/RS 173.



197. CPS REVIEW I. (3)

Comprehensive review of topics covered in CPS examination, including: environmental relations in business, business and public policy, economics and management. I.

198. CPS REVIEW II. (3)

Comprehensive review of topics covered in CPS examination, including: financial analysis and the mathematics of business, communications and decision-making, and office procedures. II.

199. INTERNSHIP IN BUSINESS. (6)

Two hundred (200) hours of work experience to be performed in a position approved by the department. Cooperatively administered by employer and faculty adviser. Comprehensive written report. Business majors of senior standing only. I and II.

ED 195. TEACHING OF BUSINESS IN THE SECONDARY SCHOOL. (2)

See ED 195 in Education section. I.

GRADUATE COURSE IN BUSINESS (BU)

464. ORGANIZATIONAL BEHAVIOR AND DEVELOPMENT. (2)

The material presented in this course will cover the major concepts and theories of organizational behavior (viz., scientific management, the Weberian paradigm of bureaucracy, human relations, structural-functionalism and systems theory) and the environment of the organization. Prerequisite — see adviser. I.

CHEMISTRY (CH)

Major: CH 11 or 21, 22 and thirty semester hours in upper division chemistry including CH 116, 117, 121, 131, 132; PH 11, 12; MA 31, 112, or MA 16, 17 and 31.

Minor: CH 11 or 21 and sixteen semester hours, twelve of which should be in upper division chemistry.

Students majoring in chemistry are also required to pass either a departmental comprehensive examination or the Graduate Record Examination in chemistry.

BIOLOGY-CHEMISTRY MAJOR

- Biology: BI 12, 13, 116, 117, 144 and sixteen hours in one of the following areas of concentration:
Microbiology concentration:
BI 141, 142, 146, 147, 148.
Anatomical-physiological concentration:
BI 141, 142, 151, 161, 165.
Pre-medical concentration:
BI 141, 142, 146, 151, 165.
- Chemistry: CH 11 or 21, 22, 116, 117, 121, 131, 132 and four hours of an upper division chemistry elective.
- Other requirements: MA 16, 17 and 31 or MA 31, 112; PH 11, 12.

CHEMISTRY-MEDICAL TECHNOLOGY MAJOR

A student may choose to major in Chemistry and Medical Technology in a five-year program. The first four years will be spent on campus completing academic requirements for the Medical Technology and Chemistry majors. The fifth year the students will enroll in the MT 181-185 clinical courses. Upon completion the students will receive the Bachelor of Science in Medical Technology and Bachelor of Arts degrees. The following requirements must be met:

- BI 111, 112, 146, 147, 148, 191, 192, 194;
- CH 11 or 21, 22 and thirty hours of upper division chemistry including CH 116, 117, 121, 122, 131, and 132, 141, 192, 193, 194;
- MA 31, 112 or MA 16, 17 and 31;
- AH 11; PH 11, 12.

PRE-MEDICAL

See Pre-Medical section.

NATURAL SCIENCE

Major: BI 12 or 13; CH 11 or 21, 13 or 22; PH 11, thirty semester hours in upper division chemistry or biology.

No minor is offered in this area.

SCIENCE EDUCATION

Students preparing to teach chemistry on the secondary level major in chemistry and minor in secondary education (see requirements in Education section). For students interested in the teaching of science at the elementary level in a departmentalized school system, an area major in the natural sciences is recommended, together with the education courses required for a state teaching certificate.

11. GENERAL CHEMISTRY. (4)

The basic theory of modern chemistry including studies of bonding, stoichiometry, gases, liquids, solutions, equilibrium, electrochemistry, and nuclear chemistry.

13. INTRODUCTION TO ORGANIC AND PHYSIOLOGICAL CHEMISTRY. (4)

Presents the structure and chemical properties of the different classes of organic compounds including alkanes, alcohols, alkenes, carboxylic acid derivatives, amines, carbohydrates, fats, nucleic acids and proteins, and applies these concepts to the chemistry of the human body. A terminal course for non-science majors. Prerequisite: CH 11 or 21 or consent of the instructor.

15. CHEMISTRY AND SOCIETY. (3-4)

An introductory course for non-science majors dealing with the fundamental concepts of chemistry and their application to such areas as consumer chemistry, food and drugs, environmental problems and biochemistry.

16. INTRODUCTION TO PHYSICAL SCIENCE. (4)

Essential elements of physics and chemistry for students not majoring in science.

21. PRINCIPLES OF CHEMISTRY. (4)

A more advanced course in general chemistry for those students with an adequate background in mathematics and chemistry. Includes such topics as bonding, molecular orbitals, gases, solutions, equilibrium, acids, bases, electrochemistry, and nuclear chemistry. Prerequisite: Consent of instructor.

22. GENERAL CHEMISTRY. (4)

A continuation of the basic theory of modern chemistry taught in CH 11 and 21 with an emphasis on inorganic chemical reactions, molecular structures and bonding. Prerequisite: CH 11 or 21 or consent of instructor.

113. PRINCIPLES OF ORGANIC CHEMISTRY. (5)

A terminal one-semester course dealing with the chemical and physical properties of the major classes of organic compounds including aliphatic and aromatic compounds, carbohydrates and proteins, with an introduction to spectra interpretation and mechanisms of organic reactions. Prerequisites: CH 11 or CH 21.

116, 117. ORGANIC CHEMISTRY I, II. (5, 5)

Principles, laws and theories governing the formation and reactions of aliphatic and aromatic compounds. Prerequisite: CH 11 or 21.

120. INSTRUMENTATION FOR THE BIOMEDICAL SCIENCES. (4)

An introduction to the theory and operation of laboratory instruments which are commonly used in clinical chemistry. Prerequisite: CH 11 or 21.

121. QUANTITATIVE ANALYSIS. (5)

Principles and techniques of quantitative gravimetric and volumetric analysis. Prerequisite: CH 11 or 21.

122. INSTRUMENTAL METHODS OF ANALYSIS. (4)

Presents the instrumentation used in research laboratories including that used in spectroscopy, electrochemistry, radio-chemistry, chromatography and automated methods. Prerequisites: CH 11 or 21; CH 121 recommended.

131, 132. PHYSICAL CHEMISTRY I, II. (4, 4)

A quantitative description of the macroscopic behavior of substances and the molecular basis for this macroscopic behavior including the topics of thermodynamics, kinetics, and quantum mechanics. Prerequisites: CH 11 or 21; MA 31.

141. BIOCHEMISTRY. (3)

Investigations of the chemical processes in living matter. Prerequisites: CH 11 or 21, CH 116 and 117 in progress, or CH 113.

142. BIOCHEMISTRY LABORATORY. (1)

A laboratory study of the principles learned in CH 141. Prerequisites: BI 12, CH 113 or CH 117, BI/CH 141 or concurrently.

151. ADVANCED INORGANIC CHEMISTRY. (3)

Modern theory of molecular bonding and structure of inorganic molecules. Prerequisite: CH 22.

161. ORGANIC QUALITATIVE ANALYSIS. (3)

Identification of organic compounds by physical and chemical methods and an introduction to the interpretation of IR, NMR, UV and Mass spectra. Prerequisites: CH 11 or 21; CH 116 or 113.

171. CHEMICAL LITERATURE. (1-2)

An introduction to the use of the technical library and research facilities; practice in reference work and use of periodicals. Prerequisites: CH 11 or 21, CH 13, CH 113 or 116.

191. INDEPENDENT CHEMICAL RESEARCH. (1-3)

Research projects in areas of chemistry in which the student has a special interest. For both science and non-science majors.

192-197. CHEMISTRY SEMINAR. (1)

A discussion of current topics in chemistry which are of interest to persons majoring in science. Prerequisite: CH 11 or 21.

198. CHEMISTRY RESEARCH. (1-3)

Selected topics and student research projects designed for the major in chemistry. Prerequisite: Consent of the instructor.

ED 195. TEACHING OF CHEMISTRY IN THE SECONDARY SCHOOL. (2)

See ED 195 in the Education section.

COMMUNICATION (CO)

(Film, photography, radio, speech, t.v.)

No major is offered.

Minor: CO 11, 12 and thirteen hours of electives in communication for a total of 18 hours.

For Missouri Speech/Theatre Teaching Certification, see ST, page 92.

11. SPEECH COMMUNICATION. (2)

Introduces the student to principles and enables him to acquire basic organizational and delivery skills through classroom participation.

12. COMMUNICATION STUDIES. (3)

A study of effective oral communication methods with emphasis on practical classroom application. Prerequisite: CO 11 or departmental approval.

14-15. VOICE AND DICTION I, II. (2, 2)

See ST 14, 15.

16. ORAL INTERPRETATION OF LITERATURE. (2)

See ST 16.

17-18. VOICE TRAINING, LESSAC METHOD, I, II. (2, 2)

See ST 17, 18.

30. TELEVISION PRODUCTION I. (3)

Techniques of television production, basic problems, equipment operation, programming, directing, acting. Classroom projects.

40. FUNDAMENTALS OF DEBATE. (3)

Principles of argumentation and debate, debating techniques, analysis of question, methods of research and using evidence, refutation and brief making. Prerequisite: CO 11 or departmental approval.

41. PARLIAMENTARY PROCEDURE. (2)

Fundamentals of parliamentary law; rules of procedure; practice in presiding and participating in meetings. (To qualify as certified parliamentarians, students may arrange to take American Institute of Parliamentarians examination.) Prerequisite: CO 11 or departmental approval.

50. INTRODUCTION TO RADIO BROADCASTING. (3)

Acquisition and application of skills necessary for commercial radio broadcasting, programming; study of union rules, licensing procedures, with practical experience in professional studios.

60-66. FILM SERIES.

Weekly showings of pertinent films followed by discussion bring students to a keen awareness of film as an art form that touches on related fields of art history, politics, sociology, and theatre.

60. ASPECTS OF HORROR FILM. (3)

61. ASPECTS OF COMEDY FILM. (3)

62. HISTORY OF MOTION PICTURE, U.S. (3)

63. THE GENRE FILM. (3)

64. FILM SEMINAR — SELECTED DIRECTOR. (3)

65. HISTORY OF FILM, EUROPE. (3)

66. AMERICAN FILM SERIES. (3)

116. READERS/CHAMBER THEATRE. (3)

See ST 116.

121. PHOTOGRAPHY I. (3)

See AR 121.

130-131. ADVANCED TELEVISION PRODUCTION I, II. (3, 3)

Television practicum; emphasis on individual projects, programming and production. Prerequisite: CO 30 or departmental approval.

141. DIRECTING FORENSICS. (3)

Study of methods and procedures in coaching and directing forensics programs. Student is made aware of literature and professional organizations in the field. Prerequisites: CO 11, 40.

150-152. RADIO BROADCASTING, PROGRAMMING II, III, IV. (3, 3, 3)

Advanced study of radio techniques with application in individual projects in professional studios when possible. Prerequisite: CO 50.

159. REHEARSAL AND PERFORMANCE. (1-2)

See ST 159.

COMPUTER SCIENCE (CS)

No major or minor is offered.

11. COMPUTER PROGRAMMING — FORTRAN IV. (3)

An introductory course in computer programming which covers the Fortran IV language and some of its applications in the student's field of study.

DANCE (DA)

No major is offered.

Minor: The student is required to complete eighteen hours in dance.

16-19. CREATIVE MOVEMENT I, II, III, IV. (1, 1, 1, 1)

These courses aim to bring the participant to a greater awareness of the body; to enable the student to correlate the various members of the body into a fruitful, aesthetically functioning whole; and to assist in discovering possibilities of communication of ideas through movement.

25. HUMAN BODY MECHANICS. (1)

This course is designed for the person or actor who is interested in correct deportment, proper handling of the body, and stage movement; the basic principles of mime will flow from the class' investigation of movement. See PE 25.

37. PANTOMIME. (1)

See ST 37.

113, 114. BALLET TECHNIQUE AND THEORY I, II. (2, 2)

Essentials of the classical ballet technique; exercises and combinations to develop skill and style. Two semesters recommended before Ballet II.

121-124. CHARACTER DANCE: BALLET I, II, III, IV. (1, 1, 1, 1)

Spanish, Scottish, Russian, French, and American Folk. Prerequisite: Consent of instructor.

131-134. DANCE ENSEMBLE: BALLET I, II, III, IV. (2, 2, 2, 2)

Preparation for and participation in culminating public performances.

141. MODERN DANCE TECHNIQUE AND THEORY I. (1)

Fundamentals of movement, analysis, and practice of action in space, time and dynamics are practiced. Theory, principles of dance explained, discussed, and studied. Two semesters recommended before Modern Dance II.

142. MODERN DANCE TECHNIQUE AND THEORY II. (1)

A further exploration and practice in the principles discovered in DA 141. Further training in technique and theory with some emphasis placed on improvisation and composition. Prerequisite: two semesters of Modern Dance I or consent of instructor.

143, 144. MODERN DANCE TECHNIQUE AND THEORY III, IV. (1, 1)

For those advanced students who wish to perfect their technique and style with special emphasis on improvisation and composition. Prerequisite: Modern Dance I, II or consent of instructor.

151-154. MODERN DANCE COMP/IMPROV. I, II, III, IV. (2, 2, 2, 2)

Practice and develop skill in solo and group dance forms; develop creative response to oneself, situation, and environment. Prerequisite: consent of instructor.

171-174. MODERN DANCE ENSEMBLE I, II, III, IV. (2, 2, 2, 2)

Preparation for and participation in culminating public performance, or times with professional modern dance company. Prerequisite: consent of instructor.

175. BALLET TECHNIQUE AND THEORY II, III. (1-2)

Advanced training in classical ballet technique; exercises to develop skill and style. Prerequisite: two semesters of Ballet I or consent of instructor.

176-179. BALLET POINTE I, II, III, IV. (1, 1, 1, 1)

Class devoted to perfecting the art of dancing on pointe. Prerequisite: consent of instructor.

181. MODERN JAZZ TECHNIQUE AND THEORY I. (1)

Fundamentals of modern jazz with much practice in basic movements and exercises; warm-ups, rhythmic exercise and movement in space.

182. MODERN JAZZ TECHNIQUE AND THEORY II. (1)

For those with Modern Jazz experience. Continued basic techniques, rhythmic exercise, exploring movement in space, time, and force. Jazz dances and routines. Prerequisite: two semesters Modern Jazz I or consent of instructor.



183. MODERN JAZZ TECHNIQUE AND THEORY III. (1)

Advanced work in exploration of space, time, and force with emphasis on routines, choreography, and composition. Prerequisite: Modern Jazz I, II or consent of instructor.

184-187. MODERN JAZZ ENSEMBLE I, II, III, IV. (2, 2, 2, 2)

Preparation for and participation in culminating public performance, or times with a professional modern jazz company. Prerequisite: consent of instructor.

EARTH SCIENCE (ES)

No major or minor is offered.

11. EARTH SCIENCE. (4)

Study of the physical and historical aspects of geology. Laboratory study of minerals, rocks, maps, and fossils.

12. SURVEY OF METEOROLOGY. (1)

Discussion of the principles of meteorology, including makeup of the atmosphere, humidity, wind movement, weather and climate, weather prediction, storms, and associated conditions. It is recommended that this course be taken in conjunction with ES 11.

ECONOMICS (EC)

Major: EC 41, 42, 131, 133, 139, 141, 142, 161, 171, 191, 195 or 199 and 9 hours of upper division economics; and BU 51, MA 50 or 121, PY 11, SO 11 and on English writing course.

Minor: EC 41, 42, 141, 171 and 6 semester hours of upper division economics.

All students majoring in Economics must pass a proficiency examination for Business Mathematics or take the courses BU 31-32 Business Mathematics, by the end of their first thirty (30) hours in the department.

21. CONSUMERISM. (3)

Designed to introduce the student to the difficulties the consumer faces as he tries to make wise choices among a host of alternatives. Provides an understanding and appreciation of the role of and the problems faced by the ultimate consumer of goods and services. II.

31. PERSONAL FINANCE. (3)

Course in which student studies personal budgeting, credit instruments, insurance, social security, annuities, pensions, investments, home ownership, taxes, and estate planning. I and II.

41. PRINCIPLES OF MACROECONOMICS. (3)

Examination of the components of aggregate demand: consumption, investment, government expenditures and net exports; monetary and fiscal policy; inflation and unemployment; national income accounts; poverty and income distribution; international trade and economic growth. Sophomore standing. I and II.

42. PRINCIPLES OF MICROECONOMICS. (3)

Study of utility and consumer demand; costs and producers supply; market equilibrium; different market structures and profit-maximizing price decisions; demand for and supply of factors of production; economic regulation and comparative economic systems. Sophomore standing. I and II.

45. PRINCIPLES OF INVESTMENT. (3)

Analysis and evaluation of the major types of investing media and the selection of the most suitable ones for the investor. Emphasis on the individual investor and his particular circumstances and needs. I and II.

131. INTERNATIONAL ECONOMICS. (3)

This course attempts to equip students with a solid theoretical framework through which an understanding of international economic problems and policies can be achieved. The foundations of this framework will be built up from an examination of the Theory of Comparative Advantage, offer curves, tariffs/quotas, foreign exchange markets, balance of trade and payments, capital mobility and interest rates, cartels, customs unions and free trade areas, foreign aid and international monetary arrangements. Prerequisites: EC 41, 42, Alternate II.

133. QUANTITATIVE ANALYSIS. (3)

This course seeks to prepare students with the quantitative analysis needed to apply theoretical principles to actual situations in Business and Economics. To this end this course combines a review of algebraic principles, functional analysis, matrix algebra, limits, derivatives and integrals. Prerequisites: BU 51 and 52, and EC 41 and 42 for Business Majors; BU 51 and EC 41 and 42 for Economics Majors; and MA 16 for both Majors.

135. ECONOMIC GROWTH AND DEVELOPMENT. (3)

Study of economic growth and development in industrialized and underdeveloped countries. Emphasis on problems of development, economic growth models and growth and development policy. Prerequisites: EC 41, 42. Alternate I.

137. URBAN ECONOMICS. (3)

Examination of the factors and motives determining urban economic growth and decay, regional economic activity, local revenues and expenditures and economic diversification. Prerequisites: EC 41 and 42. Alternate II.

139. LABOR ECONOMICS. (3)

Study of labor as a factor of production, determination of wages, labor theory of value, marginal productivity theory of value, labor movements and unionism and labor legislation. Prerequisites: EC 41 and 42. Alternate I.

141. INTERMEDIATE MACROECONOMIC ANALYSIS. (3)

Continuation of investigations into income determination through aggregate demand from principles level. In-depth study of: alternative consumption hypotheses, multipliers, simple and flexible accelerator, Say's Law and the Pigou-effect, money and monetary policy, fiscal policy, IS-LM analysis, Phillips analysis and inflation, unemployment, growth theory and technological change. Prerequisites: EC 41 and 42.

142. INTERMEDIATE MICROECONOMICS. (3)

Continuation of principles level examinations into consumer and production theory. Comprehensive detailing of: indifference analysis, elasticity, income and substitution effects, production functions, cost analysis, isocost/isosquant curves, market structures, marginal productivity theory, Clark-Wicksteed Product Exhaustion Theorem, distribution in both competitive and imperfectly competitive markets, general equilibrium, welfare maximization, "constrained bliss" and Pareto efficiency. Prerequisites: EC 41, 42 and 133. II.

148. CORPORATE FINANCE. (3)

Study of financing of business enterprises, with particular reference to the corporation. The development of the corporate form of organization in the U.S. is also surveyed. Prerequisites: BU 51, 52; EC 41, 42 and MA 50. I and II.

151. COMPARATIVE ECONOMIC SYSTEMS. (3)

Analysis of modern capitalism, soviet-type economies and the theoretical foundations of these two major systems. This study is combined with a country by country comparison of major developed nations and less developed countries. Assessment of goals, values, costs/benefits and performance of each system (and country) is undertaken. Prerequisites: EC 41 and 42. Alternate II.

161. MONEY AND BANKING. (3)

Investigation of the complex money and credit structure, various types of money and credit, banking structure, Federal Reserve System, foreign exchange, price levels, and economic stability. Prerequisites: BU 51; EC 41, 42. I and II.

171. ECONOMICS OF CURRENT ISSUES. (3)

This course seeks to bring economic theory to bear on contemporary economic issues, such as: poverty, income distribution, role of profits, size of government, world development, union/management relations, agriculture, anti-trust policy and economic growth. Prerequisites: EC 41 and 42. I and II.

181. HISTORY OF ECONOMIC THOUGHT. (3)

A historical investigation into the development, refinement and reevaluation of economic theory and method. Beginning with the early Greeks and Romans, through St. Thomas and the Schoolmen, to Quesnay and the Physiocrats, Adam Smith, Malthus, David Ricardo, John Stuart Mill, Marx, William Stanley Jevons, Karl Menger, Walras, J.B. Clark, Alfred Marshall and J.M. Keynes. Prerequisites: EC 41 and 42. Alternate II.

190. SPECIAL TOPICS. (1-3)

Selected topics to be determined at the discretion of the department. Prerequisites: EC 41 and 42. Alternate I.

191. PUBLIC FINANCE. (3)

Financing of government; the economic effect of various forms of taxes and other means of raising revenue for governmental operations. Prerequisites: BU 51; EC 42. Alternate I.

195. SEMINAR IN FINANCE. (3)

Presentation, discussion and research of current and specific problems of corporate finance. Format at discretion of finance adviser. Business and/or economics majors of senior standing only. Alternate I.

199. ECONOMICS SEMINAR. (1-3)

Study of contemporary economic issues, emphasis on professional journals and research methods. Format at discretion of economics adviser. Economics majors of senior standing only. Prerequisites: EC 141 and 142.

GRADUATE COURSES IN ECONOMICS (EC)

441. ADVANCED MACROECONOMICS. (3)

This course is designed to provide the student with a thorough understanding of such aggregate variables as: unemployment, inflation, monetary and fiscal policy, consumption and investment. It is designed to aid students in evaluating current economic situations and policies in a competent and thorough manner. Prerequisite — see adviser. I.

442. ADVANCED MICROECONOMICS. (3)

An advanced study of how prices are determined and output decisions are made within the economy. This involves a comprehensive investigation of the economic behavior of the basic agents: i.e., the individual consumer and producer. Prerequisite — see adviser. II.

EDUCATION (ED)

MONTESSORI

Major: Hours in education: ED 121 or 141, 151, 163, 186, 187, 189, 190, 196, and 199.

No minor is offered.

ELEMENTARY EDUCATION

Major: Hours in education: ED 121, 122, 141, 151, 163, 186, 191, and 196.

SPECIAL EDUCATION

Major in Mental Retardation: The following courses are required: ED 121, 122, 136, 141, 151, 156, 163, 166, 168, 170, 176, 186, and 196.

Major in Emotional Disturbance and Learning Disabilities: The following courses are required: ED 121, 122, 136, 141, 151, 156, 163, 166, 167, 169, 176, 186, and 196.

A student may be certified in all three areas of Special Education by taking the courses in both areas (MR, ED and LD).

SECONDARY EDUCATION

No major is offered. Students preparing to teach on the secondary level major in the teaching field and minor in secondary education. This minor includes requirements for state teaching certificate.

Minor: The following courses are required: ED 121 or 123 or 141, 122, 163, 181 or 186, 193, 195, 196.

Formal, approved admission to ANY Teacher Education Program is earned by successful completion of eight hours in Education courses; a three credit supervised practicum, ED 122 (preferably in the freshman semesters); and the accompanying testing sequence.

Graduation requirement: as partial fulfillment of the academic requirements for a degree in any area of education (Montessori, Elementary, Secondary, and Special Education), each student must complete the following requirements:

- Take the National Teacher Examination (Common Exam and Exam in student's major area).
- Write and pass Comprehensive Examinations in the major area (Elementary, M.R., and ED/LD or enroll in and pass ED 199 SEMINAR IN EDUCATION.
- Take and pass the required AMI Examinations (Montessori majors).
- Fulfill the major requirements for graduation in respective department. (Secondary minors.)

16. CHILDREN'S LITERATURE. (2)

Types of children's books; criteria for selection and evaluation of these books; relation of reading to children's needs, abilities, and interests. I and II.

121. HUMAN GROWTH AND DEVELOPMENT. (3)

A detailed study of the main patterns of growth and development of the person over the life span; emphasis on the social, intellectual, emotional and professional development of the person. I and II. See PY 121.

122. PRACTICUM. (3)

Elementary, M.R., ED/LD and secondary depending on major. I and II.

123. ADOLESCENT PSYCHOLOGY. (3)

Detailed study of adolescent behavioral patterns; stress on adjustment, identification, intellectual phenomena; physiological and cultural pressures; the choice of a career. Practical observations. I. See PY 123.

125. CREATIVE TEACHING FOR THE PRE-SCHOOL AND ELEMENTARY CHILD. (3)

Course designed to develop skills and abilities to teach pre-school children creatively; a blend of activities is used: art, literature, music, drama, science, mathematics in a programmed series to help develop the full potential of the child. I.

128. EARLY CHILDHOOD LITERATURE AND MUSIC. (3)

A study of and practical experience with the literature and music that can be used with children from pre-school through primary grades. II.

136. SPEECH AND LANGUAGE PROBLEMS OF EXCEPTIONAL CHILDREN. (3)

Exploration of speech problems associated with exceptional children; normal speech development; mechanisms of speech; indications for referral. I.

140. PSYCHOLOGY OF LEARNING. (3)

See PY 140.

141. EDUCATIONAL PSYCHOLOGY. (3)

Application of psychological principles to the field of education; nature of the learning process; motivation devices; evolution of learning. I and II.

146. PHYSICAL EDUCATION FOR THE ELEMENTARY SCHOOL. (2)

Total fitness program directed toward the elementary school child; methods of evaluating fitness; organization of programs of physical education based upon sound principles of human growth and development. I and II.

151. TEACHING OF READING IN THE ELEMENTARY SCHOOL. (3)

Objectives, methods, and techniques of teaching reading in the elementary school; place of reading in the curriculum; use of phonics; summary of currently used methods. I and II.

156. READING PROBLEMS: EXCEPTIONAL CHILDREN. (3)

Selection of methods and materials designed to aid children with various problems in learning to read; emphasis upon typical problems; diagnosis and remediation procedures. Prerequisite: ED 151. I.

156. READING PROBLEMS: SECONDARY SCHOOL. (3)

Selection of methods and materials designed to aid students with various reading problems; emphasis upon typical problems in the secondary school; diagnosis and remediation procedures. I.

161. TEACHING OF SCIENCE IN THE ELEMENTARY SCHOOL. (2)

Organization of the science program in the elementary school and its place in the curriculum; opportunities for experience in laboratory and field work.

163. PSYCHOLOGY OF THE EXCEPTIONAL CHILD. (3)

Investigation of atypical children; description of various types of exceptionality; educational and social provisions; problems; general current remediation procedures. I and II. See PY 163.

166. PARENT COUNSELING FOR TEACHERS. (3)

Methods in the conferencing situation; emphasis upon parent attitudes; insight into the development of the child in direct and indirect ways; methods of helping parents to change child behavior. I. See PY 166.

167. CURRICULUM, METHODS, AND MATERIALS FOR EXCEPTIONAL CHILDREN: LD and ED. (4)

Selection and application of appropriate procedures, methods, and techniques applicable for teaching exceptional children; experience in the construction of appropriate educational materials; directed observation of their use with children. Prerequisite: ED 169. II.

168. CURRICULUM, METHODS, AND MATERIALS FOR EXCEPTIONAL CHILDREN: M.R. (4)

Some course content as ED 167, except with reference to mentally retarded children. II. Prerequisite: ED 170.

169. CHARACTERISTICS OF EXCEPTIONAL CHILDREN: LEARNING DISABILITIES AND EMOTIONAL DISTURBANCE. (4)

Exploration of the characteristics of the exceptional child with an emphasis upon identification, diagnosis, and remediation procedures in the classroom and in other social situations. I. Prerequisite: ED 163.

170. CHARACTERISTICS OF EXCEPTIONAL CHILDREN: MENTAL RETARDATION. (3)

Same course content as ED 169, except with reference to mentally retarded children. I. Prerequisite: ED 163.

173. HEALTH EDUCATION. (2)

An overview of the philosophy, organization, and activities of community health including the school health program; exploration of the major health issues of contemporary concern in school and community. I and II.

175. INSTRUCTIONAL MEDIA. (3)

Classroom, laboratory, and community experiences designed to provide knowledge and skill in the selection, production, and presentation of instructional media appropriate to age level, individual differences, and subject area. I.

176. TESTS AND MEASUREMENTS. (3)

Administration and interpretation of psychological and achievement tests; evaluation of specific measurement instruments and their use in the school. I. See PY 176.

177. BEHAVIOR MANAGEMENT TECHNIQUES FOR PARENTS AND TEACHERS. (3)

Methods of behavioral control for learning both academic and social behavior; utilizes principles of operant conditioning; helpful for parents and teachers. II.

179. ELEMENTARY SCHOOL ORGANIZATION AND MANAGEMENT. (3)

Study of the organization of subject matter for various grade levels; methods of classroom procedures and management principles; relation to administrative personnel; practicum. I, II.

180. PERCEPTUAL MOTOR TRAINING. (3)

Study of children evidencing gross motor, fine motor, and sensory motor disabilities; characteristics; diagnosis; prescriptive programming. II.

181. SECONDARY SCHOOL ORGANIZATION AND MANAGEMENT. (3)

Study of the organization of subject matter for various secondary levels; classroom procedures and management principles; relation to administrative personnel; practicum. II.

186. FOUNDATIONS OF EDUCATION. (3)

An independent study course open to juniors and seniors preparing to teach; directed readings in four areas; history of education, philosophy of education, current trends, problem areas in education; discussion sessions. I, II.

187. PHILOSOPHY OF MONTESSORI. (3)

Review of the philosophy which is the background of Montessori education; applications in observation periods and use of materials. Begins early August.

188. MONTESSORI THEORY. (1-2)

A one-week workshop in the theory of Montessori education for interested persons not planning to complete the training course. Begins early August.

189. MONTESSORI METHODS I AND II. (10)

Extended study of Montessori theory including the pre-school child's care and development; learning through experience and self-directed activity; educational procedures; prepared environment for the formation of the individual. Observation, practice, and preparation of materials. I and II. Prerequisites: ED 187 and 190. Begins early August.

190. PSYCHOLOGY OF MONTESSORI. (3)

Study of the psychological development of the pre-school child with a view to understanding the basis of the Montessori method of teaching; application in observation periods and use of materials. Begins early August.

191. GENERAL METHODS AND OBSERVATION IN THE ELEMENTARY SCHOOL. (4)

Steps in lesson preparation and planning at different levels of the elementary school; actual observation of the teaching-learning process in preparation for the formal student teaching assignment. II.

193. GENERAL METHODS AND OBSERVATION IN THE SECONDARY SCHOOL. (4)

Steps in lesson preparation, planning, and presentation; selection and application of appropriate procedures, methods, and techniques; actual observation of the teaching-learning process in preparation for the student teaching assignment. I.

194. TEACHING AND LEARNING METHODOLOGIES. (3)

This course will provide the students with the basic educational tools necessary for course development and implementation. Includes study of taxonomic levels, behavioral objectives and selection of instructional methods.

195. SPECIAL METHODS OF TEACHING SECONDARY SCHOOL SUBJECTS. (2)

This course is offered by the departmental staff of the student's major field and includes methods and procedures special to that area of secondary teaching. I or II.

196. STUDENT TEACHING: MONTESSORI; ELEMENTARY; SPECIAL; SECONDARY. (8)

Professional laboratory experience in a classroom setting; supervision and guidance shared between the cooperating teacher and the college supervisory staff. By arrangement two months in advance of registration date. Prerequisites: major and minor requirements completed. (Attend required pre-student teaching meeting.) I and II.

199. SEMINAR IN EDUCATION. (3)

Independent study and research; individual guidance in basic research techniques; writing of extensive research paper. Restricted to full-time seniors. I and II.

GRADUATE COURSES IN EDUCATION (ED)**476. EDUCATIONAL ASSESSMENT. (3)**

Analysis and study of assessment as related to academic functioning; formal and informal assessment to aid in diagnosis and treatment of learning problems occurring in special education, mainstreaming, or individualized classroom settings; students administer and interpret several current assessment instruments. II.

477. BEHAVIOR MANAGEMENT. (3)

A study of the theory and current research on behavior management in classroom and related settings; each student designs and implements an experiential project, using current research procedures. I.

ENGLISH (EN)

Major: EN 15 and 28. Thirty hours of upper division English in a wide area of courses including EN 198 and 199.

Minor: EN 15 and 28. Eighteen hours in upper division English in a broad area of courses to be chosen with the approval of the minor advisor.

A major or minor in English is an excellent preparation for law school.

Requirements:

Successful completion of the following:

1. The Comprehensive Examinations or the conclusion of EN 198 and 199, Seminars.
2. The three-hour written essay examination on specified works of literature.
3. The half-hour oral examination before members of the English Department, and
4. The Graduate Record Examination.

These requirements for a major in English are meant to test the students' 1) general grasp of movements and works of literature, 2) ability to write clearly and to attack independently a piece of literature, 3) ability to speak about literature with some degree of sensitivity and knowledge, and 4) rank with other college students of English across the nation.

15. FUNDAMENTALS OF WRITING I. (3)

Through extensive practice in writing this course aims to meet the personal and professional needs of the student. Instruction in basic skills such as sentence structure, diction, spelling, paragraphing, usage and punctuation will be provided, along with much practice in expository theme writing. Readings will be selected according to class needs.

28. FUNDAMENTALS OF WRITING II. (3)

Continued opportunities for self-expression through written communication, with emphasis on a more mature writing style. Course aims to develop clear and intelligent expression as well as mastery of basic writing skills. Readings will be selected according to class needs.

29. TECHNICAL WRITING. (3)

This course is designed primarily for students in the science and allied health programs, such as medical technology. Emphasis will be on the well written scientific paper, with appropriate organization and language. Other topics covered include writing business letters and memoranda, preparing technical reports, and writing and editing for scientific journals.

30. RESEARCH AND DOCUMENTATION. (1)

Extensive practice in the skills and techniques of writing the library research paper. Documentation form follows the 1977 MLA Stylesheet.

111. ADVANCED COMPOSITION. (3)

Advanced practice in techniques of writing. Required course for English majors minoring in Secondary Education.

113. HUMAN RELATIONSHIPS IN CONTEMPORARY FILM. (3)

Viewing of contemporary films followed by discussion. Exploration of man's problems and conflicts as seen in personality, environment, and society. Attempt to develop intelligent and critical evaluation of films.

115. CREATIVE WRITING. (3)

Practice in the techniques of writing poetry, short stories, and the dramatic scene. Topics covered include language, figures of speech, point of view, characterization and dialogue. In-class analysis of all student work is emphasized.

116. INTRODUCTION TO LITERATURE. (3)

This course is designed to introduce the student to a wide range of authors, periods, and types of literature. Stories, plays, and poems are all treated in some detail.

117. THE SHORT STORY. (3)

Study of selected masters of the short story, from Poe and Hawthorne to mid-twentieth century authors. Readings and classroom discussions are designed to enhance the student's appreciation, understanding, and critical judgment of short fiction.

118. MYTHOLOGY. (3)

Wide reading and discussion of mythologies of the world as a background for the understanding and appreciation of cultures and literature. Emphasis on Greek mythology.

119. WORLD CLASSICS. (3)

Analysis of selected masterpieces from the Greeks to the present, including the study of *The Faerie Queene*, *Trilium* and *Creseide*, *Oedipus*, *Le Morte d'Arthur*, and *Dan Quixote* along with selections from Shakespeare, Dostoevsky, and Camus.

120. DEVELOPMENT OF THE NOVEL. (3)

Historical development of the English novel from the 1700's to the Victorian Period. Emphasis on early techniques. Works covered include *Robinson Crusoe*, *Pilgrim's Progress*, *Pamela*, *Joseph Andrews*, *Clarissa*, *Humphrey Clinker*, *Fanny Burney*, *Tristram Shandy*, *Caleb Williams*, *Emma*, and *Vicar of Wakefield*. Much historical background.

121. GREAT EPICS OF THE WORLD. (3)

Reading and discussing of the great epics of all times: *The Iliad*, *The Odyssey*, *The Aeneid*, *El Cid*, *Bhagavad-Gita*, *Beowulf*, *The Song of Roland*, *Nibelungenlied*, *The Inferno*, and *Paradise Lost*. Better understanding of world cultures and peoples through appreciation of both the hero in epical literature and the rich tradition of each country. Guest lecturers.

122. LITERARY CRITICISM. (3)

This course deals with the principles underlying the description, justification, analysis, and judgment of works of art. Historical perspectives include the writings of Aristotle, Plato, Longinus, Horace, Samuel Daniels, Sidney, Bacon, Jonson, Dryden, Pope, Addison, Steele, Johnson, Warton, Hazlitt, Wordsworth, Coleridge, Arnold, and Pater.

123. PSYCHOLOGICAL ASPECTS OF THE NOVEL. (3)

Reading and discussion of ten significant novels: *The Great Gatsby*, *The Sun Also Rises*, *The Sound and the Fury*, *Portrait of the Artist*, *Portrait of a Lady*, *Ethan Frome*, *The Power and the Glory*, *Wuthering Heights*, *All the King's Men*, and *Catcher in the Rye*. Reading for pleasure and understanding. Stress on psychological motivations as a tool for discovery of self and understanding of others.

126. HISTORY OF THE ENGLISH LANGUAGE. (3)

Historical development of the English language from its beginnings to the present time.

129. IMAGES OF WOMEN IN LITERATURE. (3)

See WS/EN 129.

131. SURVEY OF AMERICAN LITERATURE I. (3)

This course will include the literature of the Colonies and the Revolution, The New Nation, and the New England Renaissance. Writers will include Anne Bradstreet, Washington Irving, Hawthorne, Poe, Melville, and Emerson.

132. SURVEY OF AMERICAN LITERATURE II. (3)

This course will cover the literature of the turn of the Nineteenth Century and the beginning and middle of the Twentieth Century. Writers will include Whitman, Dickinson, Frost, T.S. Eliot, Faulkner, and Hemingway.

136. PLAYWRITING. (3)

Basic techniques of writing for the stage. Prerequisite: consent of instructor. See ST 136.

141. AMERICAN DRAMA. (3)

See ST 141.

145. MODERN EUROPEAN DRAMA. (3)

Reading and interpreting plays of modern dramatists: Ibsen, Shaw, Pirandello, Eliot, Sartre, Beckett, Pinter, Ionesco, among others. See ST 145.

148. CONTEMPORARY POETRY. (3)

Study, analysis, and interpretation of a selected number of modern and contemporary poets; emphasis on modern techniques.

155. SHAKESPEARE: TRAGEDIES. (3)

Reading and analysis of Shakespeare's plays. Emphasis on interpretation and dramatic qualities. See ST 155.

157. SHAKESPEARE: COMEDIES AND HISTORIES. (3)

Reading and analysis of Shakespeare's plays. Emphasis on interpretation and dramatic qualities. See ST 157.

160. RENAISSANCE POETRY. (3)

Major Renaissance poets, including the study of Shakespearean Sonnets. Reading of other major Renaissance poets: Herbert, Donne, Herrick, Crashaw, Traherne, among others.

165. RESTORATION AND 18TH CENTURY. (3)

Study and analysis of major writers: Pepys, Defoe, Dryden, Pope, Swift, Addison, Steele, Johnson, and Boswell.

170. ROMANTIC AND VICTORIAN WRITERS. (3)

Reading and studying of major writers of the periods: Byron, Wordsworth, Coleridge, Shelley, Keats, Lamb, Tennyson, Browning, Arnold, Newman, Thompson, Hopkins, and Hardy.

ED 195. TEACHING OF ENGLISH IN THE SECONDARY SCHOOL. (2)

See ED 195 in the Education section.

197. INDEPENDENT STUDY. (1-3)

198. SEMINAR: ENGLISH LITERATURE I. (3)

Required course for English majors. This course covers English literature from the Old English Period through the Restoration Period. Much background information and in-depth analysis. Offered every fall semester.

199. SEMINAR: ENGLISH LITERATURE II. (3)

Required course for English majors. This course covers English literature from the Eighteenth Century to the present. Background information and in-depth analysis. Offered every spring semester.

FRENCH (FR)

Major: FR 11, 12, 16, 17 or their equivalent; 30 semester hours in upper division French.

Major in French with a minor in Business: (Emphasis on International Business or Bilingual Office Administration). Same as major in French plus FR 132, 133. See Business (BU) section for required minor courses.

In fulfillment of the academic requirements for a degree in French, the French major may choose either a comprehensive examination in French literature and/or language or completion of a project relative to French culture and civilization.

Minor: FR 11, 12, 16, 17 or their equivalent and 15 hours in upper division French.

Special Program in French for International Business: FR 11, 12, 16, 17 (or equivalent) plus 118 (or 119), 132, 133.

11, 12. FUNDAMENTAL FRENCH. (3, 3)

This course in elementary French is designed not only for those who have never studied a foreign language, but also for students who wish a basic grammar review with added practice in speaking.

AREA I — COURSES IN FRENCH PRONUNCIATION, CONVERSATION AND COMPOSITION

Upper division credit will be granted dependent upon fluency.

15-115 PRONUNCIATION (3)

This different and practical approach to learning French pronunciation enables the student to acquire a near-native fluency in a surprisingly short time.

16-116. CONVERSATION ONE. (3)

This course offers the intermediate student many opportunities for oral practice and self-expression in French.

17-117. CONVERSATION TWO. (3)

A continuation of FR 16, this course provides the student with an enriched practical vocabulary and many opportunities for spontaneous and facile conversation.

18-118. COMPOSITION ONE. (3)

Basic writing techniques are established together with a review and application of grammatical forms.

19-119. COMPOSITION TWO. (3)

Established techniques are developed in this course and the student is led to increased facility and creativity in writing French.

AREA II — COURSES IN FRENCH CULTURE AND CIVILIZATION

130. THE HISTORY OF FRANCE (3)

Historical figures come alive in this survey of French history which highlights personalities rather than events. The course provides an invaluable background for the study of French civilization and literature.

131. FRENCH CIVILIZATION. (3)

This study emphasizes the social, cultural, political, and intellectual development of the French people from the Middle Ages through the nineteenth century.

132. FRANCE TODAY. (3)

Glimpses of contemporary France as seen through current French periodicals and newspapers. Readings focus on various aspects of contemporary civilization as it affects both France and the world.

133. PROFESSIONAL AND COMMERCIAL FRENCH. (3)

This course will introduce the language and/or business student to a special vocabulary including terms relative to accounting, banking, investments, labor-management procedures, etc.

AREA III — COURSES IN FRENCH LITERATURE

140. SURVEY OF LITERATURE. (3)

An introduction to poetry, prose and drama, tracing the development of each genre from the Middle Ages to the present.

141-162. FRENCH LITERATURE. (18)

Selected readings of significant authors representative of each century. The courses in French literature are offered in sequential block form i.e., a student may select two courses per semester, but the centuries under study will be taken consecutively, not simultaneously. Any or all of these courses may apply to the Avila Honors Program for qualifying students.

141. MEDIEVAL LITERATURE. (3)

Readings include selections from all the literary forms of the Middle Ages; the chansons de geste, l'esprit courtois, satire, lyric poetry and drama.

142. RENAISSANCE LITERATURE. (3)

A study of the major Renaissance authors: Marot, Rabelais, Ronsard, DuBellay, Montaigne.

151. SEVENTEENTH CENTURY LITERATURE. (3)

Analysis of French classical literature with readings from Corneille, Molière, Racine and other major authors.

152. EIGHTEENTH CENTURY LITERATURE. (3)

Study of the representative works of the period with special emphasis on Voltaire, Montesquieu, Rousseau, Marivaux, and Beaumarchais.

161. NINETEENTH CENTURY LITERATURE. (3)

Study of the major trends in nineteenth century literature: romanticism, realism, and symbolism.

162. TWENTIETH CENTURY LITERATURE. (3)

Study of the more important literary movements in modern France with readings from the major authors.

AREA IV — SPECIAL STUDIES IN FRENCH

195. METHODS OF TEACHING FRENCH IN THE SECONDARY SCHOOL (THE AVILA ARTISANAT).

See ED 195 in the Education section.

196. STUDENT INITIATED COURSE. (2-3)

The advanced student of French may choose any topic of particular interest and complete concentrated study related to literature, civilization or commercial French. This course is especially recommended to the Avila Honors student majoring in French.

AREA V — COURSES TAUGHT IN ENGLISH

121. HIGHLIGHTS OF FRENCH HISTORY. (1)

An overview of some of the more significant events and/or interesting personages in the history of France.

122. THE FINE ARTS OF FRANCE. (1)

An appreciation of several world famous works of art, architecture and music.

123. FRENCH CUISINE. (1)

A "cordon bleu" tour of France for gourmets, featuring kitchen classes, menu translations, and correct pronunciation.

124. TRAVELVIEWS OF FRANCE. (1)

An opportunity to visit "la belle France" without leaving the U.S.A.

125. CONTEMPORARY FRANCE. (1)

A study of the intellectual, economic, social and political aspects of the French nation today.

129. WOMEN IN FRENCH LITERATURE. (1)

An introduction to the roles of women as represented in selected French novels and plays.

GEOGRAPHY (GG)

No major or minor is offered.

171. WORLD GEOGRAPHY. (3)

An introductory survey of the major geographical regions of the world. Emphasis on the effects of geography on human activities.

GERMAN (GE)

No major or minor.

11, 12. GERMAN I, II. (3, 3)

This beginning course in German emphasizes both written and oral aspects of the language and provides a good foundation for further study.

HISTORY (HI)

Major: Thirty-eight hours in history. At least twenty-nine hours in upper division history including HI 121, 122, 124, 125, 151, 152, 154, 155, 199. A minor in a related field is optional. As partial fulfillment of the academic requirements for a degree in history each student takes a comprehensive and the Graduate Record Examination in history.

Minor: Eighteen semester hours of which twelve must be upper division history.

A major or minor in history is recommended as preparation for the study of law. Although no specific major is required for admission to most law schools, a background in history is helpful to students preparing to take a law school admission test.

11. ANCIENT AND MEDIEVAL HISTORY. (3)

Introductory study of periods of major significance in ancient and medieval history. Emphasis on historical method, readings in the sources, and class discussions.

12. MODERN EUROPE. (3)

Introductory study of periods of major significance in modern European history. Emphasis on historical method, readings in the sources, and class discussions.

15. CONTEMPORARY WORLD POLITICS. (3)

See PS 15.

17. AMERICAN HISTORY I. (3)

A topical approach to the effects of change on Americans throughout their history using the revolutionary heritage and the dream of opportunity as a basis for discussion.

18. AMERICAN HISTORY II. (3)

Continuation of HI 17 using the topics of minorities, growth of cities and global politics as the basis for discussion.

121. COLONIAL AMERICA. (3)

The founding of the colonies to 1787; political, economic, social and intellectual origins of the nation.

122. NATIONAL PERIOD AND CIVIL WAR. (3)

America from 1787 to 1865; political, economic, social and intellectual interpretations in the years of "self-discovery." The problem of slavery and the coming of the war.

124. BUSINESS, REFORM AND WORLD WAR I. (3)

The United States from 1865 to 1920; reconstruction, economic growth, the Progressive era, and the United States as a world power.

125. RECENT AMERICA. (3)

The 1920's to the present; political, economic and social aspects of the United States as a world leader; contemporary American thought.

127. HISTORY OF THE AMERICAN CITY. (3)

A study of the history of American cities in their evolution from commercial to industrial to diversified service centers; the problems of metropolitan areas today and their evolution in the history of American cities; and immigration as it affected the history of the city.

129. WOMEN'S LIBERATION MOVEMENT: A HISTORICAL PERSPECTIVE. (1)

See WS/HI 129.

151. RENAISSANCE AND REFORMATION. (3)

A study of the transition from Medieval to Modern civilization, with emphasis on cultural achievements, causes of religious disunity, the reformation and the counter-reformation.

152. THE OLD REGIME AND THE FRENCH REVOLUTION. (3)

Europe from the mid-17th to the early 19th century, with emphasis on absolutism, the Enlightenment, the French Revolution and Napoleon.

154. EUROPE IN THE NINETEENTH CENTURY, 1815-1914. (3)

The search for security in Europe after the French Revolution. Liberalism and social radicalism, nationalism and imperialism; the causes of the First World War.

155. EUROPE IN THE TWENTIETH CENTURY, 1914 TO THE PRESENT. (3)

The First World War and the adjustments to a new world. Liberal democracy versus Fascism and Communism. The Second World War and the Cold War.

158. HISTORY OF EUROPEAN THOUGHT. (3)

Study of the ideas that have helped to shape European history since the Renaissance. Readings from leading European thinkers including Machiavelli, Locke, Voltaire, Rousseau, Marx, Sartre, and others.

161. MODERN RUSSIA. (3)

Russia in the nineteenth and twentieth centuries. The growth of revolutionary thought and action, the Revolutions of 1905 and 1917, and the establishment and development of the Soviet regime.

162. MODERN CHINA AND JAPAN. (3)

Survey of traditional China and Japan; forces for modernization in the nineteenth century; political, economic and cultural aspects of the twentieth century.

163. MODERN INDIA. (3)

An introductory course dealing with Hinduism, the Islamic impact, British conquest, and contemporary India. Emphasis on the rise of nationalism, social organization, and contemporary life and history.

197. INDEPENDENT STUDY IN HISTORY. (2-3)

Restricted to majors in history. Directed study of a particular period or topic.

198. UNITED NATIONS SEMINAR. (1)

Study of the organization and operation of the United Nations with particular reference to current issues. Preparation for student participation in a Model United Nations.

199. SENIOR SURVEY.

In-depth review of European and American History.

TEACHING OF HISTORY IN THE SECONDARY SCHOOL. (2)

See ED 195 in the Education section.

HOME ECONOMICS (HE)

50. NORMAL NUTRITION. (2)

Basic principles of normal nutrition and the application of these principles to nutritional requirements of the infant, pre-school child, adolescent, and adult.

INTERNATIONAL BUSINESS AND COMMUNICATION (IBC)

Students may choose a major program in Business with emphasis on either International Management or Bilingual Office Administration together with special courses in French and/or Spanish.

Please see Business, French and Spanish sections of the catalog for complete course descriptions.

INTERNATIONAL STUDIES (IS)

No major is offered.

Minor: A minor consists of eighteen hours from the following courses:

EC 131	International Economics (3)
GG 171	World Geography (3)
HI/PS 15	Contemporary World Politics (3)
HI/PS 198	UN Seminar (1)
PS 141, 142	Comparative Political Systems (3, 3)
PS 143	International Organization (3)
RS 149	Comparative Religious Thought (3)
SO 41	Cultural Anthropology (3)

Study and travel abroad are highly recommended. Please see page 19 for a description of foreign study possibilities.

The following courses are related to the field and may be chosen as additional electives:

	Foreign Language (6-12)
AR 80	Survey of Art (2)
EN 119	World Classics (3)
FR 125	Contemporary France (1)
HI/PS 161	Modern Russia (3)
HI/PS 162	Modern China and Japan (3)
HI 163	Modern India (3)
MU 121, 122	History and Literature of Music (3, 3)
SP 122	Peninsular Spanish Civilization in Conversation (3)
SP 142	Iberoamerican Civilization in Conversation (3)



MATHEMATICS (MA)

Major: MA 31, 181; twenty-seven hours in upper division mathematics including MA 112, 113, 126, 127, 131, 136 and 199 with additional required hours to be chosen with the approval of the major adviser and eight supplementary hours in physics or a minor in a related field. As a partial fulfillment of the academic requirements for a degree in mathematics each student takes a comprehensive and the Graduate Record Examination in mathematics.

Minor: MA 31, 112, 113, 126, and 127.

MATHEMATICS EDUCATION

Education majors who possess both the interest and the ability in mathematics may qualify as departmental teachers on the elementary and the junior high school levels by taking a sequence of mathematics courses in addition to those required for the education major. A possible program for kindergarten through sixth grade includes MA 16, 17, and 50. For grades seven through nine a minor in mathematics and MA 50 are strongly recommended.

11. FUNDAMENTAL CONCEPTS OF MATHEMATICS. (3)

Elementary set theory, numeration systems, number concepts, number systems, relations and functions, and elementary logic.

13. THE METRIC SYSTEM. (1)

An introduction to the International Metric System (SI) including the meaning of measure, the basic units of length, capacity, weight (mass) with multiples and submultiples; metric measures of area, volume, and temperature. (Elective credit only.)

14. EXCURSIONS INTO MATHEMATICS. (3)

Selected topics with emphasis on applications to modern problems: consumer mathematics, probability, basic graphs and linear programming, metric system, logarithms.

15. AN APPRECIATION AND ENJOYMENT OF MATHEMATICS. (1)

Interesting topics in elementary mathematics including Fibonacci Numbers, magic squares, ancient numeration systems, Egyptian and lattice multiplication. (Elective credit only.)

16, 17. INTEGRATED ALGEBRA AND TRIGONOMETRY. (3, 3)

A unified discussion of algebra and trigonometry with the concept of function as a central theme. I, II.

31. CALCULUS AND ANALYTIC GEOMETRY I. (5)

Inequalities, introduction to analytic geometry for first and second degree equations; functions and their graphs, limits of functions, continuous functions; slope and rate of change, derivatives, differentiation of algebraic functions, applications of the derivative, and theory of indefinite and definite integral. Prerequisites: MA 16 and 17 or college preparatory mathematics including trigonometry.

35. METROLOGY. (1)

Basic mathematics review; systems of measurement used in weighing and measuring drugs and solutions; calculation of dosages with powdered drugs, drugs measured in units, insulin, stock medications, pure drugs, rate flow of intravenous fluids, pediatric dosage, conversion of Celsius and Fahrenheit temperatures. Open only to students majoring in nursing.

50. ELEMENTARY PROBABILITY AND STATISTICS. (3)

Introduction to basic principles of statistics; probability involving sampling, predictions and correlations; applications. For non-mathematics majors.

111. METHODS IN MATHEMATICS FOR ELEMENTARY TEACHERS. (3)

Basic concepts and number processes with emphasis on mathematical concepts and teaching methods appropriate to the needs of the elementary school child. Prerequisite: MA 11. II.

112. CALCULUS AND ANALYTIC GEOMETRY II. (5)

Applications of integration; asymptotes, symmetry, conic sections; trigonometric, hyperbolic, logarithmic and exponential functions and methods of differentiation and integration of these functions; polar coordinates; indeterminate forms; improper integrals. Prerequisite: MA 31.

113. CALCULUS AND ANALYTIC GEOMETRY III. (4)

Infinite series; vectors in the plane; vectors in three dimensional space; vector functions and vector differentiation; differential calculus of functions of two or more variables; multiple integration. Prerequisite: MA 112.

121. MATHEMATICAL STATISTICS. (3)

An introduction to the mathematical theory of probability and statistics. Prerequisite: MA 112.

126, 127. INTRODUCTION TO MODERN ABSTRACT ALGEBRA. (3, 3)

Selected topics in theory of equations; elementary theory of groups, rings, and fields; ideals and quotient rings; polynomials over a field; vector spaces, systems of linear equations, matrices and determinants. I, II.

130. GEOMETRY FOR ELEMENTARY TEACHERS. (3)

Development of non-metric geometry of the plane and space; measurement of lengths and angles; simple closed curves and congruent and similar figures. These topics are treated with particular attention to the needs of elementary teachers. Prerequisite: MA 11. I.

131. MODERN GEOMETRY. (3)

Sensed magnitudes, theorems of Menelaus and Ceva, cross ratio, harmonic division, modern elementary geometry of the circle, transformations, isometries, similarities, inversion and introductory topics in non-Euclidean and projective geometries.

136. DIFFERENTIAL EQUATIONS. (3)

Solutions of equations of order one and degree one, orthogonal trajectories, hyperbolic functions, linear differential equations, non-homogeneous equations, inverse differential operators, Laplace transforms, inverse transforms, equations of order one and higher degree; applications. Prerequisite: MA 113.

161. INTRODUCTION TO THEORY OF NUMBERS. (3)

Eudidean algorithm and its consequences, congruencies, continued fractions, Diophantine equations and Gaussian integers.

181. HISTORY OF MATHEMATICS. (2)

Chronological presentation of mathematics from primitive times through the beginnings of calculus with related problem studies.

199. MATHEMATICS SEMINAR. (3)

Selected topics.

ED 195. TEACHING OF MATHEMATICS IN THE SECONDARY SCHOOL. (2)

See ED 195 in the Education section.

MEDICAL RECORD ADMINISTRATION (MR)

Major: MR 11, 67, 68, 71, 72, 73, 74, 81, 82, 83, 84, 150, 151, 180, 190, 191, 192, 193, 194, 195.

No minor is offered in this area.

Students must provide their own transportation to the clinical facilities for directed practice, affiliations and internship courses.

11. INTRODUCTION TO THE HEALTH CARE SYSTEM. (3)

See AH 11.

67, 68. MEDICAL TERMINOLOGY I, II. (2, 2)

A study of the terminology of disease, operative pathology, surgical instruments, diagnostic tests, drug groups and abbreviations with emphasis on word analysis and definition. This course provides introduction to the causes, manifestations and treatment of disease.

71. MEDICAL RECORD SCIENCE I. (3)

Definitions and history of Medical Records and an introduction to health information systems. Record retention, storage and material systems are also included. Prerequisite: consent of MRA program director.

72. MEDICAL RECORD SCIENCE II. (4)

Definition of standards for and development of a medical record as to content, format, completion and utilization. Record keeping systems of health care facilities, other than hospitals, are also considered. Prerequisite: consent of MRA program director.

73. MEDICAL RECORD SCIENCE III. (4)

Examination of accreditation programs and licensing agencies for health care facilities. Consideration of the relationship between the medical staff and the medical record department. Emphasis is placed on the role of governmental agencies in approval and certification, and on the medical record as a legal document and the effect of confidential communication laws on the release of information. Prerequisite: consent of MRA program director.

74. MEDICAL RECORD SCIENCE IV. (4)

Classification systems of diseases and operations and an in-depth study of hospital statistics. Sources, definitions, collection, reporting, presentation and analysis of data are stressed. Introduction to the principles and role of a supervisor in a medical record department. Prerequisite: consent of MRA program director.

81-84. DIRECTED PRACTICE I, II, III, IV. (1, 1, 2, 2)

In directed practice, the student gains working knowledge of the intricate systems and procedures of the medical record department. Emphasis is placed on statistical analysis of medical charts, special projects, medical, legal and clerical aspects of the department. Prerequisite: consent of MRA program director.

150, 151. FUNDAMENTALS OF MEDICAL SCIENCE I, II. (3, 3)

An overview of medical microbiological and genetic considerations and the physiological changes encountered in the disease process. Prerequisite: BI 112.

180. COMPUTER APPLICATIONS IN MEDICINE AND HEALTH INFORMATION. (3)

A study of the status of health information systems and applications for automated data processing techniques to the medicine and health fields. Prerequisites: BU 114 or CS 11, MR 191.

190. LEGAL ASPECTS OF MEDICAL RECORDS. (3)

This course investigates relevant aspects of federal and state judicial opinions, statutes, rules and regulations. The practices of lawyers and judges affecting health care are also considered. Prerequisite: MR 74.

191. HEALTH INFORMATION SYSTEMS, ANALYSIS AND DESIGN. (3)

This course examines in detail the planning stage of managing a medical record department. Emphasis is placed on a systems approach to achieving goals. The student will be involved in designing a system common to record keeping. Prerequisite: MR 74.



192. MANAGERIAL TECHNIQUES IN HEALTH RECORD ADMINISTRATION. (3)

This course is designed to apply all basic concepts of medical record keeping. Emphasis placed on problem solving at administrative level. Prerequisites: BU 144, MR 74.

193. HEALTH CARE EVALUATION, POLICIES AND PROCEDURES. (3)

Methodology, from development to outcome, and followup in health care evaluation techniques to include quality assurance aspects. Prerequisites: MA 50, MR 191, 180 or consent of MRA program director.

194. ADMINISTRATION AND EDUCATION INTERNSHIP. (7)

Supervised experience in a medical record department, providing insight in administrative and educational processes. The student will complete several projects simulating the work experience under direction of department director and program director. Prerequisites: MR 192, ED 194.

195. MEDICAL RECORD ADMINISTRATION SEMINAR. (3)

Review and evolution of the principles of medical record administration in the health care system and education process. Prerequisite: consent of MRA program director.

196. INDEPENDENT STUDY. (3)

Students interested in doing special work in some field of medical record administration or education can establish agreed-upon program of study with an instructor in the Medical Record Administration major. Prerequisite: consent of MRA program director.

MEDICAL TECHNOLOGY (MT)

Avilo College and St. Joseph Hospital cooperatively offer a four year integrated program leading to the Bachelor of Science in Medical Technology.

Major in Medical Technology: The first three years or a minimum of 96 semester hours of academic work include the following required courses: AH 11; BI 111, 112, 146, 147, 148, 191, 192, 194; CH 11 or 21, 113, 120, 121, 141; MA 16, 17 or 31; PH 13. The student automatically fulfills requirements for both chemistry and biology minors. During the fourth year the student registers for the MT 181-185 series. These courses will be taken at St. Joseph Hospital.

Major in Medical Technology-Biology or Medical Technology-Chemistry (five-year program): The student may choose a double major in Medical Technology and Chemistry or Medical Technology and Biology.* The first 4 years will be spent on campus completing academic requirements for the Medical Technology and Chemistry or Medical Technology and Biology major. The fifth year the student will enroll in the MT 181-185 clinical courses. Upon completion the student will receive the Bachelor of Arts and Bachelor of Science degrees.

*See sections on Biology and Chemistry.

11. INTRODUCTION TO THE HEALTH CARE SYSTEM. (3)

See AH 11.

181-185. MEDICAL TECHNOLOGY.

Prerequisites: Completion of required courses in medical technology curriculum and approval of the Medical Technology Advisor. Annually, beginning in June.

181. CLINICAL CHEMISTRY. (8)

Principles, theories, and techniques used in the study of human biochemistry and performance of analyses of body fluids.

182. CLINICAL HEMATOLOGY. (8)

Principles, theories, and analytical techniques of the Hemopoietic system, hemostasis and coagulation.

183. CLINICAL MICROBIOLOGY. (8)

Protocols for the isolation, cultivation, and identification of pathogenic microorganisms. Techniques of distinguishing the indigenous microflora from those responsible for a pathological condition, drug susceptibility testing, specimen collection, safety precautions, surveillance, and quality control.

184. IMMUNOHEMATOLOGY. (4)

Principles, theories, and techniques of blood transfusions.

185. DIAGNOSTIC IMMUNOLOGY. (4)

Principles and techniques of immunological analysis used in the diagnosis of disease. Fluorescent and darkfield microscopy and immunoassay procedures are implemented.

MUSIC (MU)

MUSIC EDUCATION

Major: MU 11 (each semester), 16, 17, 18, 113, 116, 121, 122, 111 and/or 195; piano, 4-8 hours; voice, 4-8 hours.

Minor: MU 11 (each semester), 16, 17, 111 or 195; four additional hours in upper division music; piano, 4 hours; voice, 4 hours.

PIANO, ORGAN, VOICE

Major: MU 11 (each semester), 16, 17, 18, 116, 121, 122, 126 or 148, 198; fourteen hours in the applied music major including eight upper division hours.

Minor: MU 11 (each semester), 16, 17, 126, 148 or 178, four additional hours in upper division music; eight hours in the applied music minor including four upper division hours.

CHURCH MUSIC

Major: MU 16, 17, 18, 86, 113, 116, 117, 118, 119, 121, 122, 175, 176, 195; organ, 2-4 hours.

Minor: MU 16, 17, 86, 117, 118, 119, 175, 176; organ, 2 hours.

MUSIC THEORY

No major is offered.

Minor: MU 11 (each semester), 16, 17, and 18, twelve hours from MU 113, 116, 121, 122, 175, 176.

11. WOMEN'S CHORUS. (1)

Preparation and public performance of sacred and secular choral music. I, II.

12. MIXED CHORUS. (For men and women, by audition only.) (1)

13. MUSIC THEATRE WORKSHOP. (1)

For majors and non-majors who wish to participate as performers and/or technicians in a musical production. II.

14. BEGINNING CLASSICAL GUITAR. (1)

Class in guitar technique for beginning students. Techniques of rhythm playing, single string technique and introduction to easy classical literature.

15. INTERMEDIATE CLASSICAL GUITAR. (1)

Continuation of Beginning Classical Guitar. Acquaintance with more advanced technique and study of more advanced classical literature.

16-18. MUSIC THEORY. (3-9)

Correlation of written and keyboard harmony, sight singing and ear training.

19. MUSIC FUNDAMENTALS. (1)

Study of the basic elements of music dealing with note-reading, rhythm and theory. Recommended as a preparation for MU 111 or any other music course for students with no musical background.

25. NEW YORK FINE ARTS TOUR.

A one-week tour to attend performances of the Metropolitan Opera, Ballet, and Philharmonic Orchestra at Lincoln Center; Broadway plays and musicals; tours of famous Art Galleries; sight-seeing and shopping in New York City.

50. GUITAR FOR CHURCH MUSICIANS. (1)

51-54. CLASSICAL GUITAR. (1-2)

Elements of the classical guitar and study of literature for the classical guitar according to level of the student.

61-64. PIANO. (1-2 each semester)

Bach, two and three-part inventions or the equivalent; Haydn and/or Mozart Sonatas; romantic and contemporary pieces.

71-74. ORGAN. (1-2 each semester)

Pedal studies; Bach; choral preludes; contemporary liturgical pieces.

81-84. VOICE. (1-2 each semester)

Technique of singing and its application to individual students. Repertoire from standard and contemporary works in English, French, Italian, and German.

86. VOICE CLASS. (1-2)

Primarily for those students who desire a knowledge of the techniques of singing English vocal literature for personal voice improvement and/or the teaching of singing in the classroom. One additional private lesson per week required for Church Music majors.

87. VOICE CLASS— ITALIAN. (1)

Primarily for those students who desire a knowledge of the techniques of singing Italian vocal literature for personal voice improvement and/or the teaching of singing in the classroom.

88. VOICE CLASS— GERMAN. (1)

Primarily for those students who desire a knowledge of the techniques of singing German vocal literature for personal voice improvement and/or the teaching of singing in the classroom.

89. VOICE CLASS— FRENCH. (1)

Primarily for those students who desire a knowledge of the techniques of singing French vocal literature for personal voice improvement and/or the teaching of singing in the classroom.

111. MUSIC FOR ELEMENTARY SCHOOLS. (2)

Procedures and techniques for teaching music in the classroom. Instruction in music fundamentals for those with no previous knowledge of music.

112. INSTRUMENTAL METHODS. (2)

Basic knowledge of orchestral instruments: i.e., woodwinds, strings, brass, percussion.

113. COUNTERPOINT. (3)

Analysis and writing for two, three, and four voices in the style of eighteenth century counterpoint. Prerequisites: MU 16, 17.

116. ANALYTICAL TECHNIQUES. (3)

Structural materials used in composition; analysis of various choral, instrumental, and symphonic forms, beginning with the works of the most important sixteenth century composers and continuing through the contemporary period.

117. CHORAL AND INSTRUMENTAL ARRANGING. (3)

A study of vocal and instrumental ranges and capabilities for the purpose of arranging choral and instrumental music for the available resources of a particular parish. Prerequisites: Two (2) semesters of theory or consent of instructor.

118. CHURCH MUSIC REPERTOIRE I. (2)

A survey of literature for liturgical and paraliturgical celebrations including music for congregations, choir, cantor, other soloists, organists and other instrumentalists. Materials will be taken from the literature of past traditions through those currently available.

119. CHURCH MUSIC REPERTOIRE II. (2)

Continuation of MU 118.

120. MUSIC APPRECIATION. (2)

Non-technical study of music materials, forms, and styles for the development of broad and intelligent listening and appreciation.

121, 122. HISTORY AND LITERATURE OF MUSIC. (3, 3)

Survey of the great movements in the development of music.

123. HISTORY OF JAZZ AND 20TH CENTURY MUSIC. (2-3)

Beginnings, history, and importance of jazz and contemporary music to the present day.

126. VOCAL LITERATURE, INTERPRETATION, AND PEDAGOGY. (3)

Representative song literature in English, French, German, and Italian with particular emphasis on performance and style.

146. METHODS OF TEACHING PIANO. (2)

Principles and techniques for teaching piano; study of materials used in teaching; experience in student teaching.

148. PIANO LITERATURE AND INTERPRETATION. (2)

Important works written for the piano from the eighteenth century to the present day.

158. GUITAR LITERATURE AND INTERPRETATION. (2)

Representative works for guitar from early to present day.

161-164. PIANO. (1-2 each semester)

Advanced technical studies; Bach, Well-Tempered Clavichord or equivalent from the romantic school; concertos and contemporary pieces and/or sonatas.

171-174. ORGAN. (1-2 each semester)

Works for standard literature and contemporary liturgical music. Experience in playing for liturgical services.

175. HISTORY OF LITURGY IN MUSIC. (2)

An historical perspective of the development of the use of music in liturgy from early Christian times to the present. This course is intended to prepare for MU 176.

176. MUSIC IN CONTEMPORARY LITURGY. (2)

A study of the revised rites of Vatican II and current documents concerning music in liturgy for the purpose of planning effective liturgical celebrations for the parish.

177. CHURCH MUSIC WORKSHOP. (1)

A one credit hour practicum on: HOW to sing, play, dance; WHAT to sing, play, dance; WHEN to sing, play, dance; and WHY — sing, play, dance.

178. ORGAN LITERATURE AND INTERPRETATION. (2)

A study of the organ and its literature: a comparative study of different types of organs and how to use them most effectively for accompanying and for the performance of standard organ literature.

181-184. VOICE. (1-2 each semester)

Effective performance of arias and other song literature in French, English, Italian, and German. Emphasis on appropriate stage deportment.

186. VOICE CLASS. (1)

Advanced techniques in the singing of English vocal literature. Prerequisite: MU 86.

187. VOICE CLASS— ITALIAN. (1)

Advanced techniques in the singing of Italian vocal literature. Prerequisite: MU 87.

188. VOICE CLASS— GERMAN. (1)

Advanced techniques in the singing of German vocal literature. Prerequisite: MU 88.

189. VOICE CLASS— FRENCH. (1)

Advanced techniques in the singing of French vocal literature. Prerequisite: MU 89.

195. CHORAL CONDUCTING. (2)

General school music program with particular stress on conducting and materials; also techniques and aids for conducting church choirs.

198. RECITAL. (2)

Public performance required of applied music majors and recommended for applied music minors.

NURSING (NU)

Pre-Nursing Requirements: Writing (3), Speech (2), Introduction to Sociology (3), General Psychology (3), General Chemistry (4), Organic Chemistry (4), Anatomy (4), Physiology (4), Pathophysiology (4), Microbiology (4), Mathematics Elective (3), Metallurgy (1), Normal Nutrition (2), and Introduction to Nursing (3).

Major: NU 111, 113, 115, 117, 121, 122, 131, 141, 151, 171, 181.

No minor is offered.

Students must provide their own transportation to the health agencies when enrolled in the nursing courses.

90. INTRODUCTION TO NURSING. (3)

Introduction to core concepts of nursing, emphasis on the health-illness continuum, preventive health maintenance. Concepts include: philosophy of nursing, man's adaptive processes, client's right to health care, nuclear and variant family forms, patient's rights, and client advocate. Focus is on roles of the professional nurse, the public image of the nurse, legal aspects, and psycho-social-cultural aspects which influence health and illness behavior.

NU 111, 113, 115 and 117 must be completed in sequence by basic students. NU 112 is the only course required for the RN student.

111. BASIC NURSING MEASURES FOR CLIENT CARE. (3)

Focus is on nursing interventions and related skills which provide for clients' safety and comfort and facilitate their adaptation to activities of daily living when experiencing illness/disease or adapted state of health/wellness. Supervised observation and learning experiences within acute care facilities. Prerequisite: NU 90. 30 hours of theory; 30 hours of clinical.

112. MAN'S ADAPTATION TO HEALTH/ILLNESS. (8)

Not required for basic students.

Focus is on nursing interventions related to clients in episodic and distributive settings. Intervention is through application of the nursing process. Course content is a composite of NU 113 and NU 115 and is available only to the RN student. Prerequisite: NU 90. 75 hours of theory; 180 hours clinical.

113. MAN'S ADAPTATION TO THE ILLNESS/DISEASE STATE. (4)

Introduction to nursing care related to adult client's perceptions and reactions to stressors encountered when experiencing illness/disease. Focus is on nursing interventions which facilitate the clients' and families' biologic and psychologic adaptation, and identification of coping behaviors related to stressors/stress, anxiety and crisis. The theory related to the life developmental phenomena of pregnancy, antenatal phase, is included. The method of intervention is through the nursing process as it applies to curative and restorative aspects of client care. Knowledge of man's biologic and human behavior, internal systems, physical, social, and cultural environmental variables, nutrition, pharmacology, and mental health concepts are integrated. Prerequisites: NU 90, 111. 7 hours of theory; 16 hours clinical experience per week. 4 weeks in length.

115. MAN'S ADAPTATION TO THE HEALTH/WEALTH STATE. (4)

Introduction to nursing care and interventions related to adult clients not confined to health care institutions. Focus is on health maintenance and prevention of illness/disease. Concepts pertinent to young adult through aging stages of development, communication skills, human sexuality, chronic illness, community health resources, and beginning techniques of history and physical examination. Supervised clinical experiences in distributive settings and antenatal clinics. Pharmacology, nutrition, mental health and community health concepts are integrated. Prerequisites: NU 90, 111, 113. 30 hours theory; 60 hours clinical experience to be arranged throughout the 4 week course.

117. ADAPTATION DURING THE CHILD BEARING CYCLE. (3)

Focus is on the concept of wellness as the client experiences pregnancy. Includes theory and concepts related to labor and delivery, and postnatal phenomena. Primary emphasis in clinical learning is upon nursing interventions during labor and delivery and postnatal care of the mother and infant in the acute care setting. The family-centered approach includes adaptation of members of the nuclear, extended, and variant family groups. Pharmacology, nutrition, mental and community health concepts are integrated. Prerequisites: NU 90, 111, 113. 30 hours of theory; 60 hours clinical.

121, 122. MAJOR HEALTH PROBLEMS AND MAN'S ADAPTIVE RESPONSES. (6, 6)

Emphasis is on the adaptive responses of the adult experiencing illness/disease, nursing interventions related to the curative and restorative process, and primary care nursing which facilitates nurse/client interactions and promotes the health-wellness potential of client to function within his environment. The nursing process is used to facilitate nursing identification of stressors, stress state and stages of adaptation related to illness/disease and health-wellness behaviors. Physical assessment skills are incorporated. Supervised clinical experiences in acute care settings, observational experiences, and home visits integrate the concepts of emergency care, crisis intervention, community health, mental health, pharmacology, nutrition and human sexuality.

Prerequisites: NU 90, 111, 113, 115, 117. 8 hours theory; 16 hours clinical experience per week for each 7 week rotation.

131. LEADERSHIP IN NURSING. (6)

Focus is on the application of concepts and principles of leadership, group dynamics and communication in the process of management of patient care. Concepts of nutrition, pharmacology, mental health, community health and application of the nursing process are integrated. Supervised learning experiences in the management of care for a group of patients in a variety of health care settings. Prerequisites: NU 90, 111, 113, 115, 117, 121, 122, 141, 151. 6 hours theory; 18 hours clinical experience per week. 7 weeks.

141. PSYCHIATRIC NURSING: MAN'S ADAPTATION TO LIFE STRESSORS. (6)

Emphasis is on the utilization of human behavioral, developmental, and psychiatric theory as foundational knowledge for nursing interventions. Interventions include therapeutic use of self and available environment to effect constructive adaptive changes in client's and family's responses to life stressors. Supervised clinical experiences are related to the curative and restorative processes, prevention and health promotion in acute care and community health settings. Concepts of pharmacology, nutrition, community health, human sexuality and crisis intervention are integrated.

Prerequisites: NU 90, 111, 113, 115, 117. 6 hours theory; 18 hours clinical experience per week for 7 week rotation.

151. PEDIATRIC NURSING: CHILD'S ADAPTATION TO LIFE STRESSORS. (6)

Emphasis on Erickson's and Havinghurst's stages of growth and development from newborn to young adult, primary care nursing with promotion of nurse/child interactions, promotion of the biological and psychological adaptive responses of the child and family to disruptive life phenomenon. Concepts presented are separation anxiety, play as therapy, and communication skills related to stages of development. Supervised experiences are provided in the acute care and outpatient settings. Pharmacology, nutrition, community health, mental health, and human sexuality are integrated. Prerequisites: NU 90, 111, 113, 115, 117. 8 hours theory; 16 hours clinical experience per week for 7 week rotation.



152. OBSTETRICAL NURSING. (6)

Principles and skills in obstetrical nursing care through a family-centered approach; supervised experience in hospital, home and other community settings. Available for advanced standing credit for the RN student only.

171. COMMUNITY HEALTH NURSING: MAN'S ADAPTIVE RESPONSES TO ENVIRONMENTAL STRESSORS. (6)

Focus is on holistic man, relationships and interactions within his physical and psychological environment and his social, cultural, and physical environments. Adaptations related to stressors, roles, functions, health needs, and resources are identified within the familial and community systems. Concepts of preventive services, health education, health maintenance, and rehabilitation are synthesized with prior nursing knowledge. Clinical experiences are in a variety of distributive settings. Prerequisites: NU 90, 111, 113, 115, 117, 121, 122, 141, 151. 6 hours theory; 18 hours clinical experience per week for 7 week rotation.

181. TRENDS IN NURSING. (2)

Historical development of nursing; identification and analysis of major issues facing a profession; means of promoting personal and professional growth; opportunities in contemporary nursing.

ORGANIZATIONAL PSYCHOLOGY (OP)

Major: OP 110, 113, 119, 120, 188, 190, 199, and 5 credits of OP 165 plus:

Required Related Courses: BU 51, 52, 144; EC 41, 42; PS 50; PY 11, 55; RS 173; SO 11; ST 11.

Recommended Courses: PY 56, 116, 189; RS 156, 167; SO 130 and PY 146 or MA 50.

Graduation Requirement: As partial fulfillment of the academic requirements for a degree in organizational psychology, each student must pass a comprehensive examination covering the domain of organizational psychology.

73. BUSINESS COMMUNICATIONS. (3)

See BU 73. I and II.

110. ORGANIZATIONAL PSYCHOLOGY. (3)

Psychology of individual and group behavior in the organization complex. Application to administration, management, worker morale, and efficiency under current and future technology. Prerequisite: PY 11 or consent of instructor. I.

119. LEADERSHIP AND MOTIVATION. (3)

This course will explore theories of leadership, motivation and supervision. Students will apply principles to analyze the dynamics of great leaders and to develop their own leadership skills. Prerequisite: PY 110 or consent of instructor. II.

120. ORGANIZATIONAL CHANGE AND DEVELOPMENT. (3)

In this course, students will learn to diagnose the characteristics and problems of organizations and will create plans for change in an existing organization based upon behavioral science methods. Special emphasis will be placed upon human relations training. I.

165. HUMAN DIMENSIONS OF CURRENT ECONOMIC ISSUES. (1-3)

The course will be taught in one hour segments so that current economic issues can be evaluated in an interdisciplinary fashion integrating psychological, sociological, and economic principles. The theme of the course changes each semester, in accordance with modern dilemmas, ranging from the topic of the energy crisis to presidential elections to overpopulation. Prerequisite: Senior standing or consent of adviser. I and II.

188. COMMUNICATIONS PROCESSES. (3)

See PY 188.

190. SPECIAL TOPICS. (1-3)

See EC 190 or PY 190.

199. PRACTICUM. (3)

Student will be placed in a business within a supervisory/organizational role. Students will discuss their experiences and motivational techniques with staffing of Avila students and faculty. Prerequisite: Consent of adviser. II.

PHILOSOPHY (PL)

No major is offered.

Minor: Eighteen hours of philosophy are to be chosen with the approval of the minor adviser.

11. ART OF WONDERING. (3)

The course is an invitation to think, to wonder, to question, to speculate, to reason, even to fantasize in the eternal search for wisdom. After discussing what philosophy is, man is studied from these aspects: as knower, as relating to other men, and to the cosmos, and as the asker of ultimate questions.

12. BEING AND BECOMING. (3)

Wonder of being. Mystery of change, substantial and accidental. Transcendentals: One, True, Good, and Beautiful. Puzzle of evil. Why?

13. DO'S AND DON'T'S OF ARGUING. (3)

This course is designed to help students think clearly and to detect fallacious arguing.

14. PEACE AND JUSTICE. (2-3)

In this course three areas are studied: 1) war and peace, 2) third world and poverty, and 3) justice issues. These areas are studied from a Judeo/Christian point of view and include the aspects of appropriate political action, local community service, and one's life style.

15. PHILOSOPHY OF SCIENCE. (3)

By examining the logic of scientific explanations, laws, and theories on understanding of the nature and credibility of scientific knowledge is obtained.

113. SYMBOLIC LOGIC. (3)

This course is designed to further the students' knowledge of symbolic knowledge by giving them a working knowledge of predicate logic as well as Aristotelian logic. In the light of these skills the students are taught to make the transition from the symbolic to informal logic about political issues. Prerequisite: PL 13.

121. FUTURE OF MAN: NEXT ONE HUNDRED YEARS. (3)

Through the study of various philosophers, scientific data and fiction, this course aims first at showing the student what kind of future others think man faces. Secondly, it challenges the student to form his own image of man's future.

122. GOD OF THE TWENTIETH CENTURY. (2-3)

See RS 122.

129. PHILOSOPHICAL PERSPECTIVES OF WOMEN. (1)

This course has three objectives: 1) to examine and critique the grounds for certain positions with regard to women; 2) to learn the implications for women with regard to certain philosophical systems; 3) to formulate one's own philosophy of women.

141. GREEK THOUGHT. (3)

Giants of Greek philosophy. Homeric contributions. Pre-Socratics, Socrates, Plato, and Aristotle. Art and drama, the great products of the Golden Age.

149. COMPARATIVE RELIGIOUS THOUGHT. (3)

See RS 149.

156. MAN AND HIS DECISIONS. (3)

The world is changing at a disturbing pace. Rapid change brings instability, and instability, anxiety. Thus, in the ethical order man is anxious about his values and the decisions he must make based on these values. This course will examine modern man, the decisions he has to make and the values which underlie these decisions. Selected ethical questions will be considered: genetic control, abortion, poverty, drugs, euthanasia, war, etc. See RS 156.

158. LOVE, SEX AND MARRIAGE. (3)

The meaning of love; how to integrate sex into one's personal existence; how to make marriage "work." See RS 158.

173. BUSINESS ETHICS. (3)

See BU/RS 173.

181. EXISTENTIALISM. (3)

In this course the philosophical theories of Kierkegaard, Nietzsche, Sartre, Marcel, Jaspers, and Heidegger are studied. The key concepts examined are: 1) being, 2) freedom and authenticity, and 3) transcendence. This course provides a basic understanding of much of contemporary thought.

199. SEMINAR. (3)

Topics vary.

PHYSICAL EDUCATION (PE)

No major is offered.

Courses offered in physical skills will be listed on the Class Schedule published each semester.

16-19. CREATIVE MOVEMENT I, II, III, IV. (1, 1, 1, 1)

See DA 16-19.

20, 21. FENCING I, II. (2, 2)

See ST 20, 21.

25. HUMAN BODY MECHANICS. (1)

See DA 25.

111, 112. BASIC SKILLS IN RECREATIONAL SPORTS I, II. (2, 2)

Lecture and laboratory course in various team and individual sports. Includes sections on techniques of planning, organizing, administering and supervising various types of athletic programs, as well as learning the rules, skills and teaching techniques of leisure time sports. Students in the course will assist in operating college intramurals.

113, 114. BALLET TECHNIQUE AND THEORY I, II. (2, 2)

See DA 113, 114.

116. INTRODUCTION TO PHYSICAL EDUCATION. (2)

Orientation to physical education as a profession, including a study of related areas such as coaching, health, safety, recreation, outdoor education and leisure time activities.

121. THEORY OF COACHING. (2)

Techniques, fundamentals, training, philosophy and coaching methods in football, basketball, baseball, track and field, golf, and tennis. Organization of teams, scheduling, teamwork, strategy and study of rules will be stressed.

141, 142, 143, 144. MODERN DANCE TECHNIQUE AND THEORY I, II, III, IV. (1, 1, 1, 1)

See DA 141, 142, 143, 144.

146. PHYSICAL EDUCATION FOR THE ELEMENTARY SCHOOL. (2)

See ED 146.

147. PHYSICAL EDUCATION METHODS FOR THE SECONDARY SCHOOL. (2)

The content and specific methods of teaching secondary school physical education. The correlation of principles and methods in the school program, class management, class organization and techniques of instruction of physical education.

181, 182, 183. MODERN JAZZ TECHNIQUE AND THEORY I, II, III. (1, 1, 1)

See DA 181, 182, 183.

184-187. MODERN JAZZ ENSEMBLE I, II, III, IV. (2, 2, 2, 2)

See DA 184-187.

PHYSICS (PH)

No major or minor is offered.

11, 12. GENERAL PHYSICS. (4, 4)

Fundamentals of mechanics, heat, sound, light, electricity and magnetism. Prerequisites: MA 16, 17, or consent of instructor.

13. PRINCIPLES OF PHYSICS. (5)

A one-semester physics course which covers the basic concepts of optics and electricity and magnetism.

115. RADIOLOGY PHYSICS. (3)

Fundamentals of X-ray production, the properties of X-rays, X-ray tubes, X-ray circuits, and equipment.

POLITICAL SCIENCE (PS)

Major: Social and Behavioral Sciences: 50 hours (including AJ, PA, BU and SW); Political Science: 33 hours (at least 18 of these hours must be upper division PS courses) and electives to meet the 128 hour requirement for the Bachelor of Arts degree.

Note: The hours taken in social and behavioral sciences should include 3-6 hours in BU, 3-6 hours in EC, 3-6 hours in HI, 3-6 hours in PA, 3-6 hours in PY and 3-6 hours in SO.

Area of Concentration:

Federal, State and Local Government: Pre-law and students who want to join governmental agencies at different levels both by recruitment and through the elective processes are encouraged to choose this concentration. PS 12, 120, 125, 131, 178 (or PA 188).

International Relations: Designed to meet the needs of those students who seek careers in the State Department, other foreign service agencies (e.g., USAID, UN, ...), and overseas private and public organizations. PS 12, 15, 122, 123, 143, 178 (or PA 188), 198.

Political Science majors can petition the Department, through their academic adviser, for the creation of a new concentration that better suits their academic and career needs. Provided the college distributional requirements are met, the student and his/her adviser can design a personalized program of study. For example, if the student feels that a concentration in legislative or judicial behavior better serves his/her career interests, the student and his/her adviser can design such a program and submit it to the Department for approval. The student will be informed of the decision within four weeks.

Minor: PS 11, 12 or 15 and 12 semester hours in upper division Political Science.

Double Major: PS 11, 12 or 15 and 18 hours of upper division Political Science (including PS 178 or PA 188) plus requirements of the second major.

11. POLITICAL DECISION-MAKING. (3)

Theories of management and bureaucracy. The structure and functions of social, economic and political systems. Content includes concepts of personality, motivation, group dynamics, leadership, influence, power and authority. Organization development and public policy.

12. AMERICAN NATIONAL GOVERNMENT. (3)

The structure, functions, and problems of American national government.

15. CONTEMPORARY WORLD POLITICS. (3)

Study of specific problems in current international relations with attention to historical background and the concepts underlying international politics such as sovereignty and nationalism, power and security, and the balance of power. See HI 15.

20. POLITICS AND ADMINISTRATION. (3)

See PA 20.

21. PUBLIC ADMINISTRATION. (3)

See PA 21.

50. POLITICS AND POWER: GOVERNMENT ROLE. (3)

Study of the role of government in regulating economic behavior, business activities, income redistribution (through social welfare) and social behavior (through educational policies, etc.) and the processes by which non-governmental organizations influence public policies. See BU 50. II.

116. POLITICAL SOCIOLOGY. (3)

See SO 116.

120. AMERICAN URBAN GOVERNMENT. (3)

Historical development of local government; general patterns of central-local relations; local politics and decision-making; administrative organization and process.

122. PUBLIC POLICY. (3)

The process of public policy-formulation, governmental planning and programming, and administrative decision-making.

123. ADMINISTRATIVE BEHAVIOR. (3)

See PA 123.

124. FEDERALISM AND INTERGOVERNMENTAL RELATIONS. (3)

The relationship of constitutional doctrine and political thought to the organization and practice of intergovernmental relations.

125. STATE AND COMMUNITY POLITICS. (3)

The relationship of the governmental, economic, social and physical organization of metropolitan areas to metropolitan planning, decision-making, and administration.

126. MUNICIPAL ADMINISTRATION. (3)

The social, political, economic, and legal background in which municipal administration is set. The facilities and processes organization, budgeting, accounting, personnel, and management methods of the municipal administrator.

129. WOMEN IN POLITICS. (1)

See WS/PS 129.

130. CONSTITUTIONAL LAW. (3)

Origins of the Federal Constitution; leading cases in its development by the Supreme Court and current interpretation; readings and lectures emphasizing the social context of the opinions and their significance in relation to the evolution of American political forces.

131. POLITICAL PARTIES AND PRESSURE GROUPS. (3)

Nature and functions of political parties; origin, development, structure, economic and social composition, internal management and control; relation of parties and pressure groups to legislation and administration.

138. LATIN-AMERICAN GOVERNMENT AND POLITICS. (3)

See SP 138.

141. COMPARATIVE POLITICAL SYSTEMS: BRITAIN, FRANCE, AND WEST GERMANY. (3)

A comparative analysis of the political systems of Britain, France and West Germany. Primary emphasis will be on political culture, governmental structure and functions, and the policy process in the three countries. No prerequisite.

142. COMPARATIVE POLITICAL SYSTEMS: EASTERN EUROPE. (3)

Study of the political organization of the Communist Countries of Eastern Europe with special reference to party and government structure and functions. No prerequisite.

143. INTERNATIONAL ORGANIZATION. (3)

Study of the nature, development and functions of international organizations, with particular reference to the organization and operation of the United Nations.

161. MODERN RUSSIA. (3)

See HI 161.

162. MODERN CHINA AND JAPAN. (3)

See HI 162.

178. INTRODUCTION TO RESEARCH. (3)

See SO 178.

179. APPLIED RESEARCH. (3)

See SO 179.

198. UNITED NATIONS SEMINAR. (1)

See HI 198.

199. DIRECTED READING AND RESEARCH. (1-6)

PRE-MEDICAL PROGRAM

Major: BI 12, 13; CH 11 or 21, 22; PH 11, 12; MA 16, 17 and 31; thirty semester hours in upper division biology or chemistry, including BI 146, 151, 165, CH 121 and CH 116, 117 (premedical students) or CH 113 (predental students). A student in the pre-medical major must maintain a minimum grade point of 3.0. This major is designed to help prepare a student for admission into a school of medicine or dentistry. The special entrance requirements of the professional schools to which the student may later apply are considered when electives are chosen. Before graduating in the premedical major, a student must pass comprehensive examinations in biology and chemistry or score above the fiftieth percentile on the MCAT.

No minor is offered in this area.

PSYCHOLOGY (PY)

Major: PY 11, 50, 55, 56, 146, 147, 149 and 157 plus 12 elective upper division hours.

Honors Major: PY 11, 50, 55, 56, 146, 147, 149, 157, 196, 197, plus 2 of the following experimental courses: PY 140, 141 or 142 and 6 elective upper division hours.

Required, Related Courses: One course in Biology, PL 124, and one other upper division philosophy course.

Recommended Courses: BI 111, 112, 172.

A student may be accepted as a psychology major upon recommendation by a psychology faculty member and completion of two or more psychology courses with a minimum of 2.5 grade point average.

Upon completion of PY 11, 55, 56, 146, 147 and 149 or their equivalents, a student is eligible for application to the honors program. Acceptance in the honors program requires a 3.5 grade point average in completed psychology courses and recommendations by three psychology faculty members. In the honors program, a student may elect highly specialized, experiential courses and will pursue independent research under supervision of his major adviser. Graduation with honors in psychology entitles the student to lifetime membership in Psi Chi, honorary society, and provides the student with

high credentials when applying for graduate acceptance in Masters and Doctorate psychology programs.

Graduation Requirement: As partial fulfillment of the academic requirements for a degree in psychology, each student must complete the following requirements:
a. Take the Graduate Record Examination in psychology.
b. A brief report of service project employing human relations principles.

Psychology Minor: PY 11, 55 or 149 plus 12 elective upper division hours, selected with consent of minor adviser.

Psychodrama Minor: PY 11, 12, 55, 56, 112, 157; and ST 35, 111, 131, 181. The minor is open to all students. Psychology and theatre majors will complete automatically, as part of their major, 12 hours of this minor.

For interdisciplinary majors drawing upon applied psychology, see Art Therapy and Organizational Psychology.

11. GENERAL PSYCHOLOGY. (3)

A basic introduction to the science of psychology through the theoretical and experimental investigation of man's struggle for adaptation to his changing physical and social environment. I and II.

12. INTRODUCTION TO PSYCHODRAMA. (3)

Students will learn the theoretical basis of psychodrama and review research about the effectiveness of this approach for facilitating personal development. Students will participate in psychodramas illustrating principles studied. No prerequisite. I. See ST 12.

21. INTRODUCTION TO ART THERAPY. (3)

See AT 21.

50. PSYCHOLOGY OF LIFE STYLES I. (3)

A study of the biological and psychosocial factors contributing to personal growth and adjustment and on examination of the interplay of these factors in various American life styles. Prerequisite: PY 11, 55, or consent of instructor. I.

55. THEORIES OF MAN I. (3)

The development, organization, dynamics, and determinants of personality as proposed by the classical psychologists. Prerequisite: PY 11 or consent of instructor. I.

56. THEORIES OF MAN II. (3)

Consideration of recent propositions in personality and developmental theory, emphasizing personality organization, determinants, and dynamics in the Computer Age. Prerequisites: PY 11 and 55 or consent of instructor. II.

110. ORGANIZATIONAL PSYCHOLOGY. (3)

See OP 110.

112. ADVANCED TECHNIQUES IN PSYCHODRAMA. (3)

See ST 112.

116. TRANSACTIONAL ANALYSIS IN MANAGEMENT. (3)

This course will combine didactic teaching with experiential examination of transactional analysis as a psychological tool and as a method of communication in business and personal relations. You can change negative behavior patterns into positive behavior that will lead to constructive results. No prerequisite. II.

117. CAREER DEVELOPMENT. (3)

Designed to enhance skills which are necessary for implementing career choices and changes. Involves exploration of personal qualities, resume writing, job interviewing, and employment outlooks. No prerequisite. I and II.

119. LEADERSHIP AND MOTIVATION. (3)

See OP 119.

120. ORGANIZATIONAL CHANGE AND DEVELOPMENT. (3)

See OP 120.

121. HUMAN GROWTH AND DEVELOPMENT. (3)

See ED 121. I and II.

122. CHILD PSYCHOLOGY. (3)

A study of the biological and psychological development of the child from birth through puberty, and of relevant research methods and results. Prerequisite: PY 11 or consent of instructor. I and II.

123. ADOLESCENT PSYCHOLOGY. (3)

See ED 123. I.

129. PSYCHOLOGICAL ASPECTS OF BEING FEMALE. (3)

See WS/PY 129.

135. MARRIAGE. (3)

The study of marriage in the framework of functional interaction of husband and wife with regard to emotional, social, psychological, and physical needs. Prerequisite: PY 11 or consent of instructor. II.

140. PSYCHOLOGY OF LEARNING. (3)

The investigation of the development and characteristics of various learning theories with emphasis on the processes governing behavioral change; and the study of the various theories and phenomena of motivation with an examination of both biological and social variables influencing the activation, direction, and maintenance of behavior. Prerequisites: PY 11. II.

141. EXPERIMENTAL PHYSIOLOGICAL PSYCHOLOGY. (3)

A study of the biological bases of learning, perception, and motivation. Prerequisites: PY 11 and BI 12. I.

142. TACTICS AND TOOLS IN PSYCHOLOGY. (3)

Designed to teach advanced research skills. The student will conduct both human (e.g., bio-feedback) and animal (e.g., psychosomatic illnesses) experiments. Special emphasis will be placed on control techniques, such as selection of subjects, baseline measures, follow-up procedures. Prerequisites: PY 11 and BI 12. II.

146. QUANTITATIVE METHODS IN PSYCHOLOGY I. (3)

An overview of research and the research process with an emphasis on summary and analysis of research data via descriptive statistical techniques. These techniques will include frequency distributions and their graphical representations, measures of central tendency, measures of variability correlation and regression, and selected issues of psychological measurement. Critical evaluation of the psychological research literature relative to these topics will be made. Prerequisite: Either MA 11, 16 or 17, or equivalent. I.

147. QUANTITATIVE METHODS IN PSYCHOLOGY II. (3)

A continuation of Quantitative Methods in Psychology I (PY 146). Emphases will include the research process through and including the design of research by the student, fundamental topics in inferential statistics and their research applications, and the critical evaluation of the psychological research literature with regard to these topics. Prerequisites: MA 11, 16, or 17, and PY 146. II.

149. HISTORY AND SCHOOLS OF PSYCHOLOGY. (3)

Psychology systems compared across varied eras, economic, and cultural conditions to unfold the major contributions in the development of modern psychology. Prerequisite: PY 11 or consent of instructor. II.

150. SEMINAR IN PSYCHOLOGY. (3)

Investigation of a special research problem or directed reading in on area not covered in regular courses. Prerequisites: 12 hours in psychology and consent of instructor. I and II.

1. Psychology of Aggression

The course will explore the biological and psychological causes of man's aggression (both verbal and physical). Students will evaluate those factors precipitating unnecessary stress and aggression in themselves and will analyze ways others may precipitate stress.

2. Dreamwork Seminar

The physiological and psychological functions of dreaming will be investigated in this course. Students will analyze the content of their own dreams according to various theoretical fronts.

157. PSYCHOLOGY OF LIFE STYLES II. (3)

A study of the biological and psychosocial factors contributing to the breakdown of personal adjustment and an overview of the determinants of functional and organic psychopathology. Therapeutic approaches related to the syndromes. Prerequisites: PY 11, 50, and 55, or consent of instructor. II.

161. SOCIAL PSYCHOLOGY. (3)

See SO 161. I.

162. PSYCHOPATHOLOGY. (3)

A general overview of the etiology, characteristics and determinants of functional and organic deviations of normal behavior; general information about the therapeutic approaches; and the study of the role of behavioral sciences in community mental health action. Prerequisite: PY 11. Open to non-psychology majors only. I and II.

163. PSYCHOLOGY OF THE EXCEPTIONAL CHILD. (3)
See ED 163. II.

165. HUMAN DIMENSIONS OF CURRENT ECONOMIC ISSUES. (1-3)
See OP 165.

166. PARENT COUNSELING FOR TEACHERS. (3)
See ED 166. I.

176. TESTS AND MEASUREMENTS. (3)
See ED 176. I.

180. PERCEPTUAL MOTOR TRAINING. (3)
See ED 180. I.

188. COMMUNICATION PROCESSES. (3)
This course is designed to assist students in developing skills as effective facilitators in human relations by examining, through a personalized learning experience, psychological theories of interpersonal communication and personal growth. Prerequisites: PY 11 and 55 or 121. I.

189. APPLIED GROUP DYNAMICS. (3)
An examination of research and theory in the area of small group interaction; with an emphasis on practicing skills of group membership. Prerequisites: PY 11 and 55 or consent of instructor. II.

190. SPECIAL TOPICS. (1-3)
Psychological principles applied to current dilemmas in American society. Specific topics change each semester. Prerequisite: Consent of instructor. I and II.

1. Nonverbal Communication

Man's humanness is tied to his ability to symbol; man symbols thoughts and feelings with words and gestures. This course will emphasize the theoretical and practical aspects of interpreting nonverbal communication.

2. Community Mental Health

The course objectives will be to acquaint the student with actual models providing services in the community; to provide an opportunity to learn about health-oriented rather than illness-oriented delivery systems, to learn from professionals in the field, and to familiarize the student with recent practices in the mental health field.

3. Extrasensory Psychology

The range of extrasensory experiences such as psychokinesis, telepathy and astral projection will be studied. The student will explore the psychodynamics of these experiences and the research evaluating the validity of the experiences.

4. Adjustment Through Cinema

The student will view classic films as a mode for the behavioral analysis of individuals and groups. The interpersonal causes of mental illness are emphasized.

196. HONORS RESEARCH I. (3)
Development of a proposal for independent research leading to Honors graduation in psychology. Prerequisite: Honors standing. I.



197. HONORS RESEARCH II. (3)
Data collection, analysis, and interpretation of independent research formulated in PY 196. Prerequisite: PY 195. II.

199. PRACTICUM. (3-4)
Practicum in facilitating interpersonal relations. Student will be placed in a human relations agency, such as Avila's Counseling Center or a local "hot line" service. Prerequisites: PY 11, 55, 188 or 189 or consent of instructor. II.

METHODS OF TEACHING PSYCHOLOGY. (2)
See ED 195 in the Education section.

PUBLIC ADMINISTRATION (PA)

Major: Social and Behavioral Science (including AJ, BU, ED & SW) 50 hrs.; Public Administration 33 hrs.; Electives to fulfill 128 hrs. required for a Bachelor of Arts degree. The hours taken in social and behavioral sciences should include 3-6 hrs. in BU, 3-6 hrs. in EC, 3-6 hrs. in HI, 6-12 hrs. in PS, 3-6 hrs. in PY and 3-6 hrs. in SO.

Transfer Students from four-year colleges and universities and applicants from two-year institutions are most welcome to the Public Administration Program. Provided the Admission requirements are met, transfer credits will apply toward the degree. The Associate Degree will be accepted as fulfilling the core requirement for a B.A. degree at Avila. It is possible to earn up to thirty semester hours of credit through police academies, CLEP testing, seminars, special certificates, etc. No credits received in this manner may be applied to fulfill the requirement that the student complete at least thirty semester hours of academic work at Avila College.

Students entering the program with an associate degree should meet the following departmental requirements: Humanities (including 3 hrs. of English writing and 2 hrs. of speech communication) 12 hrs.; mathematics and natural sciences 6 hrs.; social and behavioral sciences (including 3-6 hrs. in BU; 3-6 hrs. in EC; 6-9 hrs. in PS; 3-6 hrs. in PY and 3-6 hrs. in SO) 36 hrs.

Minor: Minimum 18 hrs. (12 hrs. in upper division PA courses.) PA 11, 21, 110, 123 and 164.

Double Major: A minimum of 24 hrs. (with at least 12 hrs. in upper division PA courses) is required. Double majors must pass the following courses with a grade of "C" or better: PA 11, 21, 123, 131, 164, 188 and PS 178 plus requirements of the second major.

Area of Concentration:

Administration of Justice: 18-24 hrs. of PA (including PA 11, 21, 122, 123, 164 and 188) and 12-18 hrs. of AJ.

Local & Urban Management: PA 11, 21, 122, 123, 126, 152 (or 140), 155 (or 185), 160, 164 and 188.

Public Management: PA 11, 21, 122, 123, 160, 164, 166, 180 and 188.

Personnel Administration: PA 11, 21, 122, 123, 131, 160, 164, 166, 170 (or 180) and 188.

The student and his/her academic adviser can also design a program of concentration in Resource Administration, Environmental Management, Health Services Administration, Tax Administration, Program Administration (e.g., Social Work Program Administration, Housing Program Administration . . .) etc.

11. PRINCIPLES OF DECISION-MAKING. (3)

See PS 11.

14. BUREAUCRACY & THE STATE. (3)

An examination of the role & function of bureaucracy in the overall operation of the government and the relationship between bureaucracy and representative democracy. An introductory freshman-sophomore level course.

20. POLITICS & ADMINISTRATION. (3)

An introductory analysis of administrative politics. Description of salient concepts in the analysis with reference to democratic theory. See PS 20.

21. PUBLIC ADMINISTRATION. (3)

Introduction to the historical and contemporary status of administrative institutions, principles and practices of public administration and the processes of public management. See PS 21.

64. PRINCIPLES OF MANAGEMENT. (3)

See BU 64.

70. PERSONNEL ADMINISTRATION. (3)

See BU 70.

122. PUBLIC POLICY. (3)

See PS 122.

123. ADMINISTRATIVE BEHAVIOR. (3)

Theories of administrative and organizational behavior including decision-making, communications, leadership and the functional analysis of organizations. Relation of an organization to its political and technological environment, organizational efficiency and effectiveness. See BU 123.

126. MUNICIPAL ADMINISTRATION. (3)

See PS 126.

131. ADMINISTRATIVE LAW. (3)

The principles of administrative law; the legislative and adjudicative institutions, constitutional law and administrative practices.

140. COMPARATIVE ADMINISTRATION. (3)

The study of selective bureaucratic structures of certain industrialized & less developed nations with emphasis on structural similarity & common problems.

152. SEMINAR ON POLICY ANALYSIS & FORMULATION. (3)

The dynamics of agenda-building & policy formation; the policy influence system; theories of policy formation, incrementalism, mixed-scanning and decision-theory.

155. ORGANIZATIONAL BEHAVIOR & DEVELOPMENT. (3)

Theories and methods of organizational behavior and development in public settings; diagnosis of organizational problems, data collection, consultant intervention and program assessment.

160. SEMINAR ON MULTINATIONAL CORPORATIONS. (3)

An examination of the processes of organizational change in interdependent multilevel multifunction organizations; formulation of administrative models to analyze urban change, interorganizational conflict and multinational corporations.

164. SEMINAR ON ORGANIZATIONAL MANAGEMENT. (3)

Systems analysis and systems approach to problems; operation research techniques, economic analysis techniques; program planning and resource allocation. Prerequisite: PA 11 or 64. See BU 164.

170. SEMINAR ON PERSONNEL ADMINISTRATION. (3)

Personnel theory; human resource development and management; values and process in civil service career systems; training practices and personnel theory; recruitment and bargaining techniques; behavioral technology and personnel control and coordination. Prerequisite: PA 11 or 70. See BU 170.

175. THE ADMINISTRATION OF FINANCIAL RESOURCES. (3)

The fiscal role of the government in a mixed economy; sources of public revenue and credit; administrative, political and institutional aspects of the budget and the budgetary process; problems and trends in the inter-governmental financial relations.

180. ADMINISTRATIVE PLANNING & BUDGETING. (3)

Theory, functions and concepts of resource management. The planning function, statistical management, over-all control of work and staff and revenue distribution.

185. ADMINISTRATIVE MEASUREMENT AND ANALYSIS. (3)

Methods of evaluation and enhancing the effectiveness and efficiency of service organization. Development of measurement standards and appraisal systems; computerized techniques of performances evaluation.

188. FUNDAMENTALS OF ADMINISTRATIVE RESEARCH. (3)
Theories and methods of administrative research; cost-benefit analysis, software program utilization (spss); linear programming and multivariate statistical analysis; information theory. Prerequisite: PS 178.

195. SPECIAL TOPICS IN PUBLIC ADMINISTRATION. (3)
Under this number salient issues of the day are offered. Also subjects of interest are offered under this title by visiting professors.

199. TRAINING & RESEARCH. (1-3)

111. ADMINISTRATIVE INTERNSHIP IN RADIOLOGIC TECHNOLOGY. (3-4)

Clinical experience in department of radiology under direct supervision of program director and radiologic services manager. To provide insight, through actual experience, into the different facets of departmental administration. Prerequisite: Completion of required courses in RT curriculum or consent of instructor.

112. TEACHING PRACTICUM IN RADIOLOGIC TECHNOLOGY. (3-4)

Actual experience in radiologic technology classroom setting. Assist educational coordinator in developing lesson plans and actual instruction of material. Prerequisite: Completion of required courses in RT curriculum or consent of instructor.

116. RADIATION PROTECTION. (3)

Interaction of radiation with matter, biological effects of ionizing radiation, quantities and units, radiation protection of the patient and health care personnel, exposure guidelines and monitoring. Prerequisite: PH 115.

RADIOLOGIC TECHNOLOGY (RT)

Persons who have completed or are currently enrolled in Radiologic Technology training programs are eligible for admission into the three year program leading to a Bachelor of Science in Radiologic Technology.

Major: In addition to the Radiologic Technology training, the program requires a minimum of 95 semester hours of academic work to include the following required courses: AH 11; BI 111, 112, 120, 194; BU 19, 144, 146; CH 11; ED 176, 194; EN 15, 29; MA 50; PH 13, 115; PY 11; RT 11, 111, 112, 116; SO 11, 112; ST 11.

During the student's final semester, he/she will enroll for RT 111, 112. These courses will be taken at a hospital with which the college is affiliated.

Upon completion of the required 95 minimum hours, the student will be awarded 33 semester hours for successful completion of the American Registry Examination.

11. INTRODUCTION TO THE HEALTH CARE SYSTEM. (3)
See AH 11.

RECREATION (RE)

OUTDOOR RECREATION

Major: RE 99, 112, 113, 114, 115, 123, 124, 126, 127, 128, 195, 198.

THERAPEUTIC RECREATION

Major: RE 99, 112, 113, 114, 115, 130, 131, 132, 133, 197, 198.

LEADERSHIP AND PROGRAMMING IN RECREATION

Major: RE 99, 112, 113, 114, 115, 127, 128, 130, 135, 195, 198.

Minor: RE 99, 112, 113, 114, 115 and two other courses from one of the three areas above.

99. HISTORY AND INTRODUCTION TO RECREATION. (2)

Introduction to beginnings and growth of recreation and parks as fostered by individual agencies and government; attitudes toward and theories of play; principles and objectives; organizations and groups and their relationship to parks and recreation; job opportunities; specifications and demands; self-analysis of individual student-interest, limitations and capabilities in light of these specifications and demands. I.

112. MAN AND LEISURE. (3)

The general purpose of this course is to enable members of the class to become prepared for living in a leisure-centered society by improving their knowledge and understanding of the challenges, opportunities, and problems of leisure as these affect their lives individually as well as the social fabric of their local, national, and world communities. II.

113. PHILOSOPHY OF RECREATION AND LEISURE. (3)

Exploration of philosophical foundations for recreation in a dynamic society; challenge of increased leisure time and the role of recreation in present and predicted environments. I.

114. PROGRAM ANALYSIS AND ADMINISTRATION. (3)

A study of the essential elements and basic principles involved in the organization and administration of various types of recreation programs. II.

115. RECREATIONAL LEADERSHIP AND PROGRAMMING. (3)

Development of face-to-face leadership; enthusiasm and creative leadership methods and techniques will be learned; techniques applicable to all recreational settings, through the use of creative recreational activities will be studied. I.

123. PROGRAMMING OUTDOOR RECREATION. (3)

A study of camping and outdoor education programs of schools and voluntary agencies; primary emphasis will be on program content and methods. I.

124. DYNAMICS OF OUTDOOR RECREATION. (3)

Philosophical orientation to the field of outdoor recreation; camping, outdoor education and natural resource management with emphasis upon programs, trends, resources, and values. Includes factors stimulating outdoor recreation involvement in federal, state, local, public and private departments and agencies. II.

126. INTERPRETIVE RESOURCES. (3)

A study of the techniques used in refinement of leadership competencies in interpreting natural and cultural resources required of conservationists, teachers and other leaders responsible for such interpretation. II.

127. CAMPING LEADERSHIP I. (2)

This course will deal primarily with camp counseling; it is designed to acquaint the student with a broad background of the camping movement. I.

128. CAMPING LEADERSHIP II. (2)

This course is concerned with camp management. It will stress the importance of the place and range in camping, including day camping, school camping, agency and private camping, etc. II.

130. SOCIAL RECREATION. (3)

A study of the process of planning, conducting and evaluating activities and programs for various types of social events. II.



131. INTRODUCTION TO THERAPEUTIC RECREATION. (3)

This course deals with the application of the recreation experience as a remedial agent in the treatment of people with various disabilities. The general intent is to present a broad overview of therapeutic recreation while also allowing for the individual involvement of students in specific interest areas. I.

132. PROBLEMS IN THERAPEUTIC RECREATION. (3)

An exploration of several of the major problems encountered in the delivery of therapeutic recreation services to individuals with special problems. Topics include current trends, innovative service delivery models, literature review, identification of funding sources, and others as directed by class interest. II.

133. ELEMENTS OF THERAPEUTIC RECREATION. (3)

Concepts of recreation activities as a treatment and rehabilitation tool; nature of settings; assessment and evaluation of clients' leisure and recreation needs; design and administration of therapeutic recreation programs. I.

135. ARTS AND CRAFTS. (3)

A course designed to display the principles and techniques of recreation arts and crafts for the school, the hospital, youth agency, recreation center, playground, and other settings. I.

195. PRACTICUM IN PARKS AND RECREATION. (3-8)

A practical field experience under faculty and agency supervision and with seminar discussions. I and II.

197. PRACTICUM IN THERAPEUTIC AREA. (3-8)

A practical field experience under faculty and agency supervision and with seminar discussions. I and II.

198. SENIOR SEMINAR PROJECT. (3)

The student will pursue an individual course of study applying what he has learned in his major area of recreation. Study areas could include such topics and/or projects as: nature lore; current issues in recreation; recreation for the aged; literature in recreation, etc. I and II.

RELIGIOUS STUDIES- EDUCATION (RS)

Major: Twenty-seven semester hours in religious studies to be chosen with the approval of the major adviser.

Minor: Eighteen semester hours in religious studies to be chosen with the approval of the minor adviser.

For persons not enrolled in a degree program, a certificate of major equivalence will be awarded for the required twenty-seven semester hours, or a certificate of minor equivalence for the required eighteen semester hours.

11. INTRODUCTION TO RELIGIOUS STUDIES. (3)

A survey course introducing the student to the study of religion by showing him three methodological approaches: the psychological, sociological and theological.

14. PEACE AND JUSTICE. (2-3)

See PL 14.

19. BIBLICAL WISDOM AND MODERN MAN. (3)

The "Reality of Life" as Israel saw it. By viewing the "netherside" of Israelite traditions, we will make a study of how the sages worked at the task of ordering a HUMAN world. From a God-centered view-point, we will take a MAN-CENTERED perspective in following Job, Quohelerth, Ben-Siroch and the lovers in SONG OF SONGS.

20. BIBLE AS HISTORY. (2-3)

The History of Israel, an encounter with her Lord, Yohweh, is her interpreted story recollared in cultic recitation. A consciousness of historical reality with a beginning and a destiny Israel alone developed. Importance will be given to the Patriarchal Cycle, to the freedom movement of the Exodus, to the rapid evaluation of the Jerusalem kingship — itself a semi-pagan urban system, to the destruction of the nation and the consequences.

21. BIBLE AS LITERATURE. (2-3)

Scripture functions as the vehicle for God's communication of Himself to Church and Synagogue. This experience of God is handed down to modern man as the Literature of Israel wherein the Father of Jesus Christ is encountered in song and saga, parable, proverb and poem, all stamped by the characteristics peculiar to the culture of the times, to the pathos and ethos of their authors.

22. THE THREE GOSPELS: MATTHEW, MARK, LUKE. (3)

This course is a study of the words and deeds of Jesus of Nazareth as recorded by Matthew, Mark, and Luke in order to grasp the meaning of the life of Jesus Christ. In this study consideration is given to authorship and sources, form criticism and redaction criticism. Moreover, certain Old Testament themes will be considered in order to understand Jesus as the fulfillment of the Old Testament.

23. THE LETTERS OF PAUL. (2-3)

St. Paul is one of the first and the greatest Christian thinkers and writers. This course is designed to study Christ in the Theology of Paul. Through his letters, the Church of the apostolic age and the twentieth century are able to glimpse the problems and difficulties, the triumphs and failures, of second generation Christians. Each letter is studied in its chronological sequence and those passages most characteristic of the letter are studied intensively so as to provide a base for a theological synthesis.

24. THE GOSPEL OF JOHN. (2-3)

In disturbed and confused times, man seeks something to stand in awe of. This course will emphasize the study of John's Gospel from the perspective of the signs and wonders wrought by Jesus. Among the signs to be studied will be: changing of water into wine, multiplication of the loaves, and the raising of Lazarus. The course will also stress how to develop the experience of awe and wonder in students of today.

48. FOUNDATIONS OF CHRISTIANITY. (3)

This course will explore the origins and principal beliefs of Christianity in the context of contemporary man.

49. FUNDAMENTALS OF PROTESTANTISM. (3)

The fundamental beliefs and viewpoint of the protestant faith, including: historical background, major Biblical themes of the protestant faith, including: the Person and work of Christ, grace and works, prophecy, etc. Comparison of modern protestant denominations.

50. CONTEMPORARY AMERICAN RELIGION. (2-3)

A study of the changing forms, content, values, questions, and commitments in the religious dimension of American life today.

52. CATECHETICAL PERSPECTIVES. (2)

History of catechetics; fundamental principles; fidelity to God, to man, and to a twentieth-century world; factors which condition catechesis, such as age and mentality; principles of methodology.

54. YOUTH MINISTRY. (1)

Youth Ministry is proving to be one of the most challenging and exciting ministries in the Church today. This workshop will provide the opportunity to gain insights into various aspects of youth ministry today. Models of various approaches will be studied and helps for planning will be included. Attention will also be given to understanding young people and their needs and developing skills to work with them. The workshop will be a combination of the theoretical and the concrete — the why's as well as the how's. While designed for the beginner, the experienced should also find it challenging and informative.

86. KEEP THE FAITH. (1)

When the Catholic ghetto gives way to cultural and religious pluralism, and religious identity depends on conviction and choice rather than socialization, religious education must take new forms. This course challenges the pre-suppositions of conventional catechesis, including "modern" varieties, and offers a strategy of evangelization which attacks root problems rather than symptoms of religious apathy and alienation.

Approaches and methods based on the interpersonal character of religious faith offer new possibilities for fidelity to the gospel message combined with a realistic response to contemporary needs and receptivity.

111. PROPHETS AS PROTESTERS. (2-3)

In the 8th century, B.C., the Near Eastern Community found itself in a radical cultural and social upheaval. With tradition in such deep crisis, a critical moment of decision was faced by the Seer/Prophets: Micah, Isaiah, Amos, and Hosea. With our present-day social and cultural upheaval confronting us, the relevance of the 8th century experience illustrates man's perpetual problem of coming to grips with the meaning of existence.

122. GOD OF THE 20TH CENTURY. (2-3)

Reflective analysis of various concepts of God in modern thought, in order to evaluate the religious possibilities in contemporary culture. See PL 122.

129. COURTSHIP AND DATING. (1)

See WS/RS 129.

129. FEMALES IN THE MALE CHURCH. (1)

See WS/RS 129.

131. JESUS CHRIST. (2-3)

"Who is Jesus Christ?" is a question many men are asking today. This course will attempt to provide answers to this question through a study of (1) the early Christological Church Councils; (2) the new and improved understanding of the scriptural data about Jesus; and (3) the Christological thought of modern and contemporary theologians.

143. THE CHURCH. (2-3)

An exploratory journey into institutional religions. The journey begins and ends with the profession and acceptance of the mystery of that entity called "Church." Today, the Christian Community (Church) appears in many disguises. The course discusses five basic models which appear most frequently in Protestant and Catholic Churches in America today. We also subscribe to a weekly religious periodical allowing us the practical experience of applying the theory in a critical analysis of the reported lived reality.

144. CELEBRATION AND SERVICE. (2)

The liturgy is studied in its historical, theological, and pastoral aspects. Opportunities for planning and celebrating a variety of liturgies are also provided in this course.

146. SACRAMENTS OF THE CHRISTIAN LIFE. (2-3)

(Baptism, Confirmation, Penance)

The purpose of this course is two-fold: to search out the meaning and importance of Baptism, Confirmation and Penance in our individual lives and the life of the Church through the study of Scripture and Sacramental Theology; secondly, to consider how the sacraments can be taught to others, especially young people.

147. MASS AND EUCHARIST. (2-3)

A study of the Eucharist from its Jewish and scriptural roots through the developments in the church community over the centuries to the present liturgical reforms. In addition to the scriptural, historical and theological data necessary to understand the Mass, the course will examine the pastoral, cultural and psychological data of the late 20th century with a view to developing sound educational and celebrational models for today's church community. The course should be especially beneficial to all who teach the Eucharist and plan its celebration in today's elementary and secondary schools and adult education programs.

148. CHRISTIANS AT PRAYER. (1)

In this course three areas are studied: 1) prayer in general, that is, the characteristics, the dispositions, and the springboards of prayer; 2) the teachings about prayer as well as the prayer of particular people, namely, Jesus, Teresa of Avila, and Ignatius of Loyola; finally, 3) particular types of prayer, such as liturgical prayer, charismatic prayer, and Eastern prayer. Use will be made of a film and speakers will be invited to share their expertise in prayer.

149. COMPARATIVE RELIGIOUS THOUGHT. (3)

A comparative analysis of selected areas of religious belief in eastern and western churches. See PL 149.

156. MAN AND HIS DECISIONS (MORAL ISSUES). (3)

See PL 156.

157. CHRISTIAN ETHICS. (1)

How should a Christian act? This is a question that perplexes many today. In an attempt to answer this question, this workshop will treat of the morality of Jesus and Paul; morality and the teaching Church; natural law; situation ethics; moral principles, absolutes and exceptions; conscience, sin and repentance. There will be a constant reference to practical problems of personal and social morality.

158. LOVE, SEX AND MARRIAGE. (3)

See PL 158.

162. DOCTRINE REVISITED. (1)

The workshop will consider: how Doctrine in the Church originates and develops; what significant developments are currently taking place; the role and relationship Doctrine has in our community and personal faith in God. Current questions that will be addressed will include: What is our Catholic belief? Does it make any difference what I believe? What are the fundamentals of our Faith? Where is the doctrinal content in religious education?

169. EVANGELIZING THE YOUNG. (1)

Focusing on the challenge of making Christ and his message known to youth, this class will explore the meaning of evangelization and its implications for youth ministry. Besides examining the principles and process involved in evangelization, the possibilities offered in specific approaches (e.g., Search, Family Education programs, Peer Ministry, non-denominational programs) will be explored.

170. OPTIONS IN RELIGIOUS EDUCATION. (1)

Is the classroom scene the only way to communicate the faith to people, especially our children? Many today think that it is not. This course will explore other options in religious education and will give special consideration to family religious education and the various formats now being tried.

173. BUSINESS ETHICS. (3)

See BU/PL 173.

174. RELIGIOUS EDUCATION IN THE NEXT DECADE. (1)

What will be our focus? Where will be our stresses? One of the main characteristics of our era is a growing sensitivity to the child's rhythm of growth, his readiness for religion. When this is coupled with deeper insight into the development of dogma and greater sensitivity to the subtleties of morality, it can be seen that religious education in the next decade will be essentially developmental and will approach its task with an unprecedented respect for the delicate movement of the Spirit and the evasive experience of the Transcendent.

194. EDUCATIONAL METHODOLOGY. (1)

This workshop will be geared toward all involved in religious education programs on the parish level. It will be directed toward understanding modern methodology and techniques in religious education based on psychology, sociology and educational anthropology with research into systems that brought about our present phase of teaching. Practical approaches for the teacher of primary, intermediate, junior and senior high school student; methods for evaluating the teaching of religion; and the role and function of the coordinator in the Church of the 70's will also be treated.

197. INDEPENDENT STUDY. (2-3)

Approved and directed in-depth study of a specific area of theology, according to student need and interest. Limited to majors.

198. JUNIOR-SENIOR SEMINAR. (3)

Selected topics for review and study in Religious Studies-Education. This course is required for all majors.

199. PRACTICUM. (3)

Period of actual experience in one of the specialized areas of religious education, with departmental guidance and supervision.

SOCIAL WORK (SW)

Major: (39 hours) SW 11, 115, 121, 140, 160, 178, 180, 181, 183, 184, and one course in the 130-139 series.

Minor: (18 hours) SW 11, 115, 121, 140, and one course in the 130-139 series.

11. INTRODUCTION TO SOCIAL WORK. (3)

This course is designed to provide the student with an overview of the fields of practice of social workers. Attention will also be given to the historical development of social work as a profession, current issues in the field, and the potentials of a career in social work.

115. SOCIAL WELFARE. (3)

An analysis of policies and programs directed at specific social problems. A study of the growth and development of social welfare. Prerequisite: SW 11 or consent of the instructor.

121. HUMAN BEHAVIOR AND THE SOCIAL ENVIRONMENT. (3)

Normal growth and development of the individual from childhood through old age within the social contexts of the family, group relationships and community structures. Prerequisites: SO 11 and PY 11. Social Work majors and minors only.

125. READINGS IN SOCIAL WORK. (1-3)

Selected readings on social conditions and social problems as they relate to the field of Social Work.

126. SPECIAL TOPICS IN SOCIAL WORK. (1-3)

The student will participate in an Avila sponsored two-day workshop, seminar, or symposium on a subject related to current topics in social work practice.

130-139. SPECIAL CLIENT GROUPS.**130. PROTECTIVE AND PREVENTIVE SERVICES. (3)**

Presentation of an intensive comprehensive overview of protective and preventive services to adults and children. A major emphasis is placed on understanding the family and its various relationships which include interpersonal, familial, school, neighborhood and community relationships. A specialized practice base is presented to show the social work role in protective services. The student learns interviewing techniques, the child and the law, medical aspects and community responsibility.

131. SERVICES TO CHILDREN. (3)

Intent of the course is to provide an overview of services to children, and a basic understanding of child welfare. Children live in families or substitute families (includes group settings and institutions), therefore the family and its functioning will be studied. An emphasis is placed on value examination and analysis of issues and practice situations. An effort is made to relate theoretical knowledge to practice.

132. URBAN YOUTH SERVICES. (4)

Student becomes acquainted with the role of a social worker through a laboratory experience (housing project) and is given the opportunity to work with three ethnic groups (Black, Mexican, and Anglo). The course provides a link between the Avila campus and the inner city. Students will "dissect" the ghetto, form interest groups for the children, seek funds for activities, keep logs, visit community agencies and schools. This course can be taken as a Field Experience.

133. SERVICES TO FAMILY AND CHILDREN IN THE INNER CITY. (3)

This course will trace the history of social welfare services to the poor, ethnic and racial groups. Students will learn techniques and skills necessary to service inner city families and children. Cultural and ethnic content needed for the practice of social work will be stressed.

134. SOCIAL WORK IN HEALTH SETTINGS. (3)

Theory and methods course for the social work student contemplating entering the health setting. The student will be exposed to the health system (HMO, PSRO, national health insurance, etc.), the structure of hospitals, extended care facilities, home health services, nursing homes, and will learn about the social/emotional needs for patients in all age levels.

140. SOCIAL WORK PRACTICE I. (3)

Students will be introduced to a generalist approach to social work practice which will emphasize a systems model. Included will be the study of social work values and ethics which undergird and guide practice and the learning of problem solving and assessment, data collection, recording, basic interpersonal, communications and interviewing skills and techniques of self-awareness. Prerequisites: SW 11 and 115 plus SO 130 or consent of the instructor. Social Work majors and minors only.

150. FIELD EXPERIENCE. (3)

All students are encouraged to participate in an observation/work experience in a social welfare agency early in their social work training and prior to enrollment in Field Instruction. This experience will broaden the student's view of social work and help the student make a decision as to professional practice in social work. 90 clock hours required.

160. SOCIAL LEGISLATION AND POLICIES. (3)

A review and critical analysis of the factors that shape and form social legislation and social policy in the broad fields of social welfare. Emphasis will be placed on an understanding of the importance of social policy formation and implementation for the generalist social worker. Prerequisites: SW 115 and a minimum of six (6) hours of upper division Social Work courses or consent of instructor. Social Work majors or minors only.

170. INDEPENDENT STUDY. (3)

The student independently pursues an approved and directed in-depth study of a specific area of social service. Open to Social Work majors only.

178. INTRODUCTION TO RESEARCH. (3)

See SO 178.

179. APPLIED RESEARCH. (3)

See SO 179.

180. SOCIAL WORK PRACTICE II. (3)

This course is the second in a sequence of three SW practice courses utilizing a generalist approach to social work practice. Emphasis is placed upon the application of the knowledge and skills gained in SW 140 to social work interventions with individuals and small groups (micro-systems). This course will be taught concurrently with first semester field instruction. Prerequisite: SW 140 or consent of instructor. Social Work majors only.

181, 184. FIELD INSTRUCTION I, II. (6, 6)

All SW majors are required to fulfill a 600 clock hour field placement in a social welfare agency under the supervision of a professional social worker. This includes a two hour per week, on campus, field instruction seminar class that facilitates a student's integration of class work and field work. Students are evaluated by field instructors after the completion of each 300 clock hours of work and a grade is then assigned. Prerequisites: SW 121, 140 and 180 and 183 (which may be taken concurrently). Social Work majors only.



183. SOCIAL WORK PRACTICE III. (3)

The final course in a sequence of generalist based social work practice courses. Major emphasis of the course is on large system intervention (macro-systems), social action, and social change. This course will be taught concurrently with second semester field instruction. Prerequisites: SW 140 and 180 or consent of instructor. Social Work majors only.

SOCIOLOGY (SO)

Major: SO 11, 12; MA 50 (prerequisites for major in sociology) and 28 hours of upper division sociology. To be included in the 28 hours of upper division sociology are SO 171, 172, 178, 179, 188 and one course in each of the following areas: Area II, Area III, Area IV, Area V, and Area VI.

Graduation requirement: as partial fulfillment of the academic requirements for a degree in sociology, each student must complete the following requirements:

- a. Take the Graduate Record Examination in sociology.
- b. Take a written comprehensive examination on the course work completed in the Sociology Department. This examination will be constructed and graded by the faculty of the Sociology Department. The grade received will be placed on the permanent record of the student.
- c. Each student will be examined orally by the faculty of the department sitting as an examining board. The oral examination will cover comprehensive material.

Minor: SO 11, 12; twelve hours upper division sociology with each course selected from a different area.

AREA I: THEORY AND METHODS

- 171. CLASSICAL SOCIAL THEORY
- 172. THEORETICAL INQUIRY
- 178. INTRODUCTION TO RESEARCH
- 179. APPLIED RESEARCH
- 188. SOCIOLOGY PRACTICUM

AREA II: SOCIAL INSTITUTIONS

- 111. THE FAMILY
- 112. SOCIOLOGY OF HEALTH AND ILLNESS
- 116. POLITICAL SOCIOLOGY
- 118. SOCIOLOGY OF EDUCATION

AREA III: MINORITY STUDIES

- 121. MINORITY GROUPS
- 122. BLACK HERITAGE
- 123. CHICANO HERITAGE
- 124. INDIANS OF THE AMERICAS
- 127. SOCIOLOGY OF AGING
- 129. WOMEN'S STUDIES

AREA IV: SOCIAL PROCESS AND SOCIAL CHANGE

- 130. SOCIAL SYSTEMS
- 131. COMMUNITY STUDIES
- 132. SOCIAL CHANGE
- 135. POPULATION PROBLEMS
- 137. CLASS, STATUS AND POWER

AREA V: SOCIAL PSYCHOLOGY

- 161. SOCIAL PSYCHOLOGY
- 163. CULTURE AND PERSONALITY
- 164. COLLECTIVE BEHAVIOR AND SOCIAL MOVEMENTS

AREA VI: DEVIANCY

- 182. CRIMINOLOGY
- 183. JUVENILE DELINQUENCY
- 186. DEVIANT BEHAVIOR

11. INTRODUCTION TO SOCIOLOGY. (3)

Survey of the characteristics of social life, the processes of social interaction, and the social influences shaping individual and group behavior. No prerequisite. I and II.

12. AMERICAN SOCIETY. (3)

Systematic examination of the current social problems and issues rooted in the institutions of the American social structure. Such factors as racism, sexism, urban deterioration and ecological problems will be analyzed. No prerequisite. I and II.

41. CULTURAL ANTHROPOLOGY. (3)

A broad survey of how man, from the earliest human beings, has had to deal with making a living, understanding and dealing with the environment, finding a place in the social order, living in a family, establishing sufficient political harmony to survive, and satisfying spiritual needs. No prerequisite. II.

111. THE FAMILY. (3)

Examination of the major aspects of the family as a social institution; the current trends, changing nature, and possible developments of the family in the future. Prerequisite: SO 11. II.

112. SOCIOLOGY OF HEALTH AND ILLNESS. (3)

How various cultures and socio-economic groups view health and illness; how they deal with health problems that arise; and how the current system of health care affects individuals. Prerequisite: SO 11. I.

116. POLITICAL SOCIOLOGY. (3)

Analysis of socio/cultural components of who gets involved in politics, why they get involved, and types of political activity in which the individual participates. Also concerned with the political issues of American Society as well as the question of Mass Society. Prerequisite: SO 11. Course offered alternate years. I.

118. SOCIOLOGY OF EDUCATION. (3)

Socio/cultural analysis of the educational institution: its structure, functions, problems, and prospects. No prerequisites. Course offered alternate years. II.

121. MINORITY GROUPS. (3)

Study of dominant/minority relations in modern societies. Course content includes analysis of alternative sociological and psychological theories of prejudice, effects of minority status upon the individual and possibility for attitude and behavior change. Prerequisite: SO 11. Course offered alternate years. II.

122. BLACK HERITAGE. (2)

Introduction to the history and development of the black culture in American Society. Emphasis is on the contemporary scene — social, cultural, political, economic, educational and legal changes and their impact on Black Americans. No prerequisite. Course offered alternate years. I.

123. CHICANO HERITAGE. (2)

An examination of the Chicano heritage with an emphasis on contemporary problems of Chicanos in American society. No prerequisite. Course offered alternate years. II.

124. INDIANS OF THE AMERICAS. (2)

Study of selected Indian cultures of North America with emphasis on the historic social system of these cultures and the current issues arising out of traditional values, roles, and structure. No prerequisite. Course offered alternate years. II.

127. SOCIOLOGY OF AGING. (3)

Study of the sociological, psychological and biological aspects of growing older to gain a better understanding of what aging is all about. Detailed look at social-psychological "problems" associated with older people in American Society. No prerequisite. II.

129. SOCIALIZATION AND ROLES OF WOMEN. (1)

See WS/SO 129.

129. SOCIOLOGICAL PERSPECTIVES. (1)

See WS/SO 129.

129. MINORITY WOMEN IN AMERICAN SOCIETY. (1)

See WS/SO 129.

129. WOMEN AND AGING. (1)

See WS/SO 129.

130. SOCIAL SYSTEMS. (3)

General analysis of systems theory with specific emphasis on the nature of the social system; the major types, and the process of change as it affects these systems. Prerequisite: SO 11 or 41. I.

131. COMMUNITY STUDIES. (3)

The study of present day, major communities as social systems and man as a participant in them. Deals with the theories of community, community change and community problems; the methods of community research and the literature of community studies. Prerequisite: SO 11 or 41. I.

132. SOCIAL CHANGE. (3)

Review of the major theories of social change, the sources, processes, counter forces and consequences of social change. The role of change agents in societal change. Prerequisite: SO 11. Course offered alternate years. II.

135. POPULATION PROBLEMS. (3)

This course introduces the student to an understanding of the basic principles of demography: structure, function, interrelationship and interpretation. Content includes material of such key demographic variables as fertility, mortality and migration. Prerequisite: SO 11. Course offered alternate years. II.

137. CLASS, STATUS AND POWER. (3)

An analysis of social stratification and meaning for man and society. Prerequisite: SO 11 or 41. Course offered alternate years. II.

154. TOPICS IN SOCIOLOGY. (3)

Seminar on topics of current interest in sociology. Content variable. Prerequisite: SO 11.

161. SOCIAL PSYCHOLOGY. (3)

Study of the formation, structure, and functioning of groups including an analysis of group processes and group products in relation to the individual: his attitudes, beliefs, perception of self and others. Prerequisites: SO 11 and PY 11. I and II.

163. CULTURE AND PERSONALITY. (3)

Sociological and anthropological studies of the ways in which personality may function in or influence social systems. Prerequisite: SO 11 or 41. Course offered alternate years. II.

164. COLLECTIVE BEHAVIOR AND SOCIAL MOVEMENTS. (3)

Investigation of the characteristics of crowds, mobs, publics, social movements. Relation of collective social behavior to social unrest and role in developing and changing social structure. Prerequisite: SO 11. Course offered alternate years. II.

171. CLASSICAL SOCIAL THEORY. (3)

Study of the classical social theories and theorists from the French philosopher Comte to the studies of the Chicago School. The works of these theorists will be critically analyzed for the content and applicability of their social explanations. Prerequisite: SO 11. I.

172. THEORETICAL INQUIRY. (3)

A substantial overview of contemporary theory where an emphasis will be placed on theoretical information, theoretical explanations and the problems encountered with theoretical verification. Prerequisite: SO 11. II.

178. INTRODUCTION TO RESEARCH. (3)

Introduction to methodology and techniques; formulation of research problem; study design; hypothesis; sampling; measurement; questionnaire construction; interviewing and data collection; processing and tabulation; analysis and interpretation; presentation of findings. Permission of instructor. I.

179. APPLIED RESEARCH. (3)

This course provides opportunities for students to utilize their theoretical learning by participating in a research project. Prerequisite: SO 178. II.

182. CRIMINOLOGY. (3)

An introduction to the study of adult criminal behavior. Uses theory and research to analyze the etiology, treatment and prevention of criminal behavior. No prerequisite. Course offered alternate years. I.

183. JUVENILE DELINQUENCY. (3)

This course focuses on the causes, treatment and prevention of juvenile delinquency. Relevant theory and research will be utilized to evaluate the effectiveness of the current structure and function of the juvenile system in the corrections field. No prerequisite. Course offered alternate years. II.

186. DEVIANT BEHAVIOR. (3)

Analysis and study of the nature, causation, social processes and consequences of deviance. Deals with the agencies and mechanisms for social control of deviance. Prerequisite: SO 11. II.

188. SOCIOLOGY PRACTICUM. (3)

Off-campus internship in a community agency. The practicum is designed as an extension of the educational process in a non-academic setting. 120 clock hour requirement. Sociology majors only. I and II.

SPANISH (SP)

Major: SP 11, 12, 16, 17 or their equivalent; a minimum of thirty hours in upper division Spanish including SP 122, 132, 142, 144, 146, 151, 152, 161, 162. The completion of any other upper division courses may also count towards the fulfillment of the major requirements with the approval of the major adviser. A minor in a related field is optional.

Minor: SP 11, 12, 16, 17 or their equivalent; fifteen semester hours in upper division Spanish.

All Spanish majors and minors are required to spend at least two hours a week in the language laboratory.

11, 12. BASIC SPANISH I, II. (3, 3)

Elements of the language; aural comprehension, oral ability, reading and writing of simple Spanish. Two hours a week laboratory period. For students beginning Spanish or presenting one unit of high school Spanish.

16. BASIC SPANISH CONVERSATION I. (3)

Self-expression through systematic practice. Oral training through selected readings. Prerequisites: SP 11, 12 or their equivalent.

17. BASIC SPANISH COMPOSITION II. (3)

Review of Spanish grammar and emphasis on basic writing techniques. Prerequisite: SP 16 or equivalent.

27. AMERICANS IN THE HISPANIC WORLD. (3)

An important and necessary preparation for travelers and persons engaged in international business and commerce with special interest in Latin America and Spain. (Offered in English or Spanish.)

122. PENINSULAR SPANISH CIVILIZATION IN CONVERSATION. (3)

A panorama of the culture and general history of Spain.

125. PROFESSIONAL AND COMMERCIAL SPANISH. (3)

An introductory course for the business and language student to the technical vocabulary of the business world. Special vocabulary includes terminology related to accounting, banking, investments, labor-management procedures, etc. (Offered in English or Spanish.)

132. THE ART OF WRITING IN SPANISH. (3)

Intensive oral and written practice. Emphasis on self-expression and automatic response in a higher level of the language. Grammar structures and idiomatic expressions aimed to the acquisition of a wider vocabulary.

138. LATIN-AMERICAN GOVERNMENT AND POLITICS. (3)

A panorama of the Constitutional Laws of Latin-American States, local legal systems and the political scene, with analysis of the political parties, the principle of legitimacy, the "caudillo" and the contemporary political dilemma. (Offered in English only.) See PS 138.

142. IBEROAMERICAN CIVILIZATION IN CONVERSATION. (3)

A panorama of the culture of "Iberoamerica." Discussions about the origin of the American man, the confrontation of two cultures at the time of discovery; the colonial life and the struggle for independence; the Mexican Revolution of 1910; cross cultural and communication problems are some of the feature topics of the course.

143. MINI-STORIES. (2-3)

A selection of readings aimed to stimulate creative thinking through analysis of one of the most popular imaginative genres of today. Provides for independent study with the approval of the instructor.

144. TRANSCULTURAL APPROACH TO THE MODERN SPANISH STAGE. (3)

A study of various outstanding contemporary Spanish plays considered in their cultural, sociological and literary context. Larca, Casana, Sastre and Buera-Valleja among the playwrights to be studied.

145. IBEROAMERICAN FOLKLORE. (2-3)

An exciting learning experience aimed to provide students with a minimum background of the customs, beliefs, popular songs, dances, meals, proverbs and traditional folk stories. A useful course for better understanding the attitudes, values, emotions, ideals and appreciations of our American neighbors south of the border.

146. CONTEMPORARY IBEROAMERICAN THEATRE. (3)

A selection of today's representative plays from Central and South America covering the best playwrights of fifteen countries including Mexico.

147. FICTION OF THE MEXICAN REVOLUTION. (3)

The Mexican Revolution of 1910 seen through its most outstanding novelists. Offered in Spanish or in English translation, the course provides for independent study with the approval of the instructor.

148. FICTION OF THE MAGICAL REALISM. (3)

Borges, Cortazar, Rulfo, Garcia Marques, and Carpentier. Five masters representing Argentina, Mexico, Colombia, and Cuba. A sample of the "Magical Realism" movement in contemporary Latin-American fiction.

149. THE ART OF TRANSLATION. (3)

An approach to the art of translating from English into Spanish and from Spanish into English in order to overcome the major linguistic difficulties involved. An opportunity to improve the skill of doing oral and written translations from one language into the other.

151, 152. STUDIES IN PENINSULAR SPANISH LITERATURE. (3, 3)

Selected works representative of each literary period. Evaluation of significant authors through the reading of their writings. Alternate years.



161, 162. STUDIES IN IBEROAMERICAN LITERATURE. (3, 3)

Selected works representative of each literary period. Evaluation of significant authors through the reading of their writings. Alternate years.

196, 197, 198, 199. PRACTICAL SPANISH SEMINARS. (1-4)

Directed readings in Spanish literature, conferences, research papers. Provides for independent study-work with the approval of the instructor.

ED 195. TEACHING OF SPANISH IN THE SECONDARY SCHOOL. (2)

See ED 195 in the Education section.

SPEECH/THEATRE (ST)

Degrees:

Bachelor of Fine Arts Degree (BFA)

Bachelor of Arts Degree (BA)

Majors in both degrees:

1. Theatre
2. Speech/Theatre

A minor requires 18 hours selected with consent of Speech/Theatre adviser.

Film, Radio, additional Speech, T.V., listed under Communication (CO).

Approval of a Theatre major in writing from the adviser is required before Junior year.

Majors select an area of concentration from acting, directing, design, or literature. If two or more areas are completed, only the primary area will appear as the specialty within the major.

As a partial fulfillment of ST 198, the student will prepare with faculty guidance a project in which he exhibits his major emphasis, interests, and talents.

Missouri Certification requirements in Speech/Theatre for grades 7-12 are:

Speech (includes minimum of 2 semester hours in debate) 12 hrs.

Theatre 12 hrs.

Electives (from speech, theatre, literature and/or mass communications) 6 hrs.

Total 30 hrs.

Education requirements for a secondary teaching certificate (vary according to state): ED 121 or 123, 122, 163, 181 and/or 186; 193, 195, 196. 26-29 hrs.

Minor in Psychodrama

Required courses:

Theatre: 12 hrs.

Sr 35 Acting I

ST 60 Orientation to Theatre

ST 111 Script Analysis

ST 188 Directing I

Psychology: 12 hrs.

PY 11 General Psychology

PY 55 Theories of Man I

PY 56 Theories of Man II

PY 112 Life Styles II

Psychodrama: 6 hrs.

PY/ST 12 Introduction to Psychodrama

PY/ST 112 Advanced Techniques in Psychodrama

Total 30 hrs.

• BACHELOR OF FINE ARTS DEGREE (BFA)

Majors offered:

1. Theatre

2. Speech/Theatre

Theatre (Professionally oriented) (BFA)

Basic requirements: ST 14 or 17, 16, 35, 45, 46, 50, 55, 60, 111, 126, 132, 133, 155, 157, 188, 198. 42 hrs.

ST hours required in upper division

Area of Concentration electives: 15 hrs.

Other ST electives required: 18 hrs.

Care requirements and electives (outside ST area): 53 hrs.

Total 128 hrs.

Speech/Theatre (BFA)

Basic requirements: ST 14 or 17, 16, 35, 45, 46, 50, 55, 60, 111, 126, 132, 133, 155, 157, 188, 198. 42 hrs.

ST hours required in upper division

Area of Concentration: 15 hrs.

Other ST electives required: 18 hrs.

Additional Speech requirements for Missouri Speech/Theatre Certification: CO 11, 40 and 5 elective hours selected from CO 12, 14, 15, 17, 18, 116, 159. 8 hrs.

Care requirements and electives (outside ST area) including the 26-29 hours in ED required for a State Secondary Teaching Certificate: 45 hrs.

Total 128 hrs.

• BACHELOR OF ARTS DEGREE (BA)

Majors offered:

1. Theatre

2. Speech/Theatre

Theatre (Pre-Professional) (BA)

Basic requirements: ST 14 or 17, 16, 35, 45, 46, 50, 55, 60, 111, 126, 132, 133, 155, 157, 188, 198. 42 hrs.

Additional elective ST hours, if desired: up to 18 hrs.

Care requirements and electives (outside ST area): 86-68 hrs.

Total 128 hrs.

Speech/Theatre (BA)

Basic requirements: ST 14 or 17, 16, 35, 45, 46, 50, 55, 60, 111, 126, 132, 133, 155, 157, 188, 198. 42 hrs.

Additional elective ST hours, if desired: up to 18 hrs.

Additional Speech requirements for Missouri Speech/Theatre Certification: CO 11, 40 and 5 elective hours selected from CO 12, 14, 15, 17, 18, 116, 159. 8 hrs.

Care requirements and electives (outside ST area) including the 26-29 hours in ED required for a State Secondary Teaching Certificate: 60 hrs.

Total 128 hrs.

12. INTRODUCTION TO PSYCHODRAMA. (3)

See PY 12.

14, 15. VOICE AND DICTION I, II. (2, 2)

Study of principles and lab work in methods of improving speaking and diction to increase influence and assurance. See CO 14, 15.

16. ORAL INTERPRETATION OF LITERATURE. (2)

Designed to increase the student's ability to communicate prose, poetry and drama from the printed page to an audience. Emphasis on expanding the understanding and enjoyment of literature and an awareness of rhythm, verbal melody and emotional shading appropriate to the selection. See CO 16.

17, 18. VOICE TRAINING, LESSAC METHOD I, II. (2, 2)

A revolutionary visceral approach that enmeshes voice and speech with the emotional and physical energies of the individual. This synergism of energies enables the human voice to communicate every nuance of feeling and purpose. See CO 17, 18.

19. AUDITIONING TECHNIQUES. (1)

Study of preparatory steps for interviews, auditions; selection of material, proper dress, demeanor and media; resume and vitae writing; practical class projects.

20, 21. FENCING I, II. (2, 2)

See PE 20, 21.

31-34. IMPROVISATIONAL THEATRE I, II, III, IV. (1, 1, 1, 1)

Games to loosen physical and mental tensions so that the imagination and body will be stimulated to produce spontaneous and intuitive responses to improvisational situations.

35. ACTING I. (3)

Training in the basic elements of the performer's craft and emphasizing sensitivity training, imagination, concentration, physicalization, sense memory, emotional recall, specific objectives, mime and vocal communication. Requirement: audition for major productions and enrollment in DA 18 Creative Movement.

37. PANTOMIME. (1)

See DA 37.

40. SCENE DESIGN. (3)

Principles and theories of design for stage settings. Emphasis upon working drawings and perspective renderings. Prerequisite: ST 45 or equivalent.

45. STAGECRAFT. (3)

Scenery construction and general stagecraft. Fundamental elements of stage design.

46. LIGHTING I. (3)

Principles and theories of lighting stage productions.

50. STAGE MAKE-UP. (1)

Techniques in application of make-up for specific characterizations, both straight and character. Study of the structure of the face and its relationship to make-up.

55. COSTUME CONSTRUCTION. (2-3)

Techniques of costume construction including a study of fabrics, color, fundamentals of pattern making; design and construction of costumes for stage productions.

60. ORIENTATION TO THE THEATRE. (3)

Designed for non-theatre and theatre majors. Facilitates the understanding and appreciation of drama as an art form, a study of what is drama, its various genres, and social impact. Required introductory course for theatre majors.

111. SCRIPT ANALYSIS, DRAMATIC CRITICISM. (3)

Skills acquired through consideration of various critical techniques and methods of script analysis with practical application to different dramatic genres.

112. ADVANCED TECHNIQUES IN PSYCHODRAMA. (3)

See PY 112.

116. READERS/CHAMBER THEATRE. (3)

A study of and practice in readers and chamber theatres, production techniques, class projects and possible public performances. Prerequisite: ST 16 or departmental approval.

126. HISTORY OF COSTUME. (2-3)

Survey of historical dress from the Egyptians to the present, with special emphasis on those periods most often used in theatrical productions.

129. WOMEN AND THE MEDIA. (1)

See WS 129.

130. HISTORY OF MUSICAL THEATRE. (3)

A study of the evolution of musical theatre; its effect on contemporary dramaturgy; its significance and influence in the modern world. Tapes, films and records used.

132. HISTORY AND LITERATURE OF THE THEATRE I. (3)

Development of theatre and drama from Greek period to Elizabethan.

133. HISTORY AND LITERATURE OF THE THEATRE II. (3)

Development of theatre and drama from Elizabethan period to present.

134. CRAFT OF COMEDY. (3)

Philosophic investigation of origins of comic principles and their evolution through history as exemplified and explained in representative dramas, stories, and treatises.

135. ACTING II. (3)

A continuation of ST 35 with emphasis on scene work culminating in a campus presentation of scenes or one-act plays. Requirements: audition for major productions. Prerequisite: ST 35 or consent of instructor.

136. PLAYWRITING. (3)

Basic techniques of writing for the stage. Prerequisite: consent of the instructor. See EN 136.

137, 138. COSTUME DESIGN I, II. (3, 3)

Obtain variety of rendering techniques; capture psychological impacts and interpret the play and characters through design and color in costumes. Designing costumes as a part of the total production. Prerequisite: ST 55 or consent of instructor.

139. ADVANCED SCENERY-PROP CONSTRUCTION. (3)

Advanced techniques and skills acquired in specialties such as brazing and welding, furniture repair and upholstery, parallel construction and similar activities. Prerequisite: ST 45 or departmental approval.

140. ADVANCED SCENE DESIGN. (3)

Advanced work in principles and theory of design; designing for Actors Laboratory Theatre productions. Prerequisite: ST 40 or departmental approval.

141. AMERICAN DRAMA. (3)

A survey of American drama. See EN 141.

145. MODERN EUROPEAN DRAMA. (3)

Reading and interpreting plays of modern dramatists: Ibsen, Shaw, Pirandella, Eliot, Sartre, Beckett, Pinter, Ionesco, among others. See EN 145.

146. ADVANCED LIGHTING. (3)

Advanced problems in stage lighting. Prerequisite: ST 46 or departmental approval.

155. SHAKESPEARE: TRAGEDIES. (3)

See EN 155.

157. SHAKESPEARE: COMEDIES AND HISTORIES. (3)

See EN 157.

158. STAGE MANAGEMENT PRACTICUM. (1-2)

Experience gained by assuming full or assistant stage management duties for a departmental production.

159. REHEARSAL AND PERFORMANCE. (1-2)

Solving acting problems under guidance in physicalization of attitude and emotion as revealed through work on productions. May be repeated.

Prerequisite: departmental approval. See CO 159.

160. THEATRE TECHNICAL PRACTICE. (1-2)

Participatory stagecraft and production experience. May be repeated. Prerequisite: departmental approval.

161. DIRECTING PRACTICUM. (1-2)

Participatory experience gained by assuming the duties of Assistant Director for a departmental production.

Prerequisite: departmental approval.

165. STAGE MANAGEMENT. (3)

Techniques of stage managers in production.

166. THEATRE MANAGEMENT. (3)

Survey of business management in educational, community, and professional theatre.

167. REPERTORY THEATRE (Technical). (3)

Construction of scenery, lights, sound, properties, and costumes in preparation for repertory.

168. REPERTORY PRODUCTION. (3)

Participation in repertory performances.

170-175. MISSOURI SHAKESPEARE FESTIVAL. (3-6)

170. Shakespoere Festival Workshop. (3-6)

171. Shakespoere Festival Design Workshop. (3-6)

172. Shakespoere Festival Costume Workshop. (3-6)

173. Shakespoere Festival Acting Workshop. (3-6)

174. Shakespoere Festival Mgmt. Workshop. (3-6)

175. Shakespoere Festival Directing Workshop. (3-6)

176. SUMMER THEATRE WORKSHOP. (3-6)

An Actors Laboratory Theatre; under departmental guidance, students act, direct, design, and light their own productions in working environments that culminate in public performances. Prerequisite: Consent of instructor.

180. CHILDRENS SUMMER THEATRE WORKSHOP. (3)

A Day Center Theatre Workshop for children. Student advisers working with instructor plan and supervise the workshop culminating in public presentation.

182. CHILDRENS THEATRE. (3)

Play production for the child audience. Directing, scene design and techniques for staging. Participation in production possible.

183. CREATIVE DRAMATICS. (2)

Methodology, techniques, and philosophy of working with children in creative dramatics programs with specifics for various age levels. (Lab work with children when possible.)

ED 184. SPEECH FOR THE ELEMENTARY SCHOOL. (2)

Procedures and techniques for teaching speech as an aid to the classroom teacher with or without special training in speech. Voice training, bodily activity, rhythm, curricular correlation, and extracurricular activities.

185, 186. ADVANCED ACTING I, II. (3, 3)

Primarily slanted toward the student carrying an emphasis in "Acting/Directing." A fusion of prior work in voice, movement and acting. Stress is placed on the art of ensemble acting. Participation in theatre production is mandatory. Prerequisites: ST 35 and 135 or departmental approval.

187, 188. ACTING STYLES I, II. (3, 3)

Projects in modes of acting from classical to modern. Prerequisites: ST 35, 135, 185, 186 or departmental approval.

190, 191. PLAY DIRECTING I, II. (3, 3)

Fundamentals of play directing. Study and written directorial analyses of scripts during first semester. Practical application of principles and directorial concepts in studio projects during second semester. Prerequisite: ST 35.

192. DIRECTING STYLES. (3)

Principles and projects in modes of directing from classical to modern. Prerequisites: ST 190, 191 or departmental approval.

193. DIRECTING/ACTING SHAKESPEARE. (3)

Emphasis on special directorial concepts for Shakespeare's varied dramatic repertory, practice in styles of acting and mounting class projects and/or public presentations. Prerequisites: ST 190, 191, 192 or departmental approval.

ED 195. TEACHING OF SPEECH IN THE SECONDARY SCHOOL. (2)

Methods and materials for developing skill and proficiency in all types of speech and in specialized types of performance.

198, 199. DIRECTED STUDIES/TUTORIALS I, II. (3, 3)

This course is intended to fulfill the particular needs and interests of the student nearing graduation. The student will pursue, under faculty supervision, an advanced study project in the area of his choice. Prerequisite: departmental approval.

WOMEN'S STUDIES (WS)

No major offered.

Minor: Eighteen hours in Women's Studies to be chosen with the approval of the adviser.

WS/BI 129. BIOLOGICAL AND GENETIC CONSIDERATIONS OF SEX DIFFERENCES. (1)

Besides a consideration of the physical and hormonal differences between men and women, the course will consider such topics as: mechanisms of sex determination; sexual anomalies; personal and social influences on gender identity; and gender differences in human development and disease susceptibility. I.

WS/EN 129. IMAGES OF WOMEN IN LITERATURE. (1-3)

Discussion of novels, short stories, poetry, and drama that deal with woman's changing roles in life, her psychological motivations, and her struggles to understand self and realize her individuality. This course will be taught in three mini-sections that may be selected independently. The three sections are:

Women in Literature to 19th Century. (1) II.

Women in Literature from Late 19th Century to World War II. (1) II.

Contemporary Women. (1) II.

WS/FR 129. WOMEN IN FRENCH LITERATURE. (1)

An introduction to the roles of women as represented by French literature. Both historical and contemporary aspects will be studied. II.

WS/HI 129. WOMEN'S LIBERATION MOVEMENT: A HISTORICAL PERSPECTIVE. (1)

Covers the history of the image of women in America and the history of the feminist movement in the United States. I.

WS/PL 129. PHILOSOPHICAL PERSPECTIVES OF WOMEN. (1)

This course has three objectives: 1) to examine and critique the grounds for certain positions with regard to women; 2) to learn the implications for women with regard to certain philosophical systems; 3) to formulate one's own philosophy of woman. II.

WS/PS 129. WOMEN IN POLITICS. (1)

Study of the basis of female participation in the American political process: who participates and why; political issues relevant to American women; legal rights of females; power and minority status. I.

WS/PY 129. PSYCHOLOGICAL ASPECTS OF BEING FEMALE. (3)

Exploration of the psychological factors contributing to female needs and personality traits. The personal assets and strains associated with female psychology will be related to students' personal experiences. I.



WS/RS 129. COURTSHIP AND DATING. (1)

One significant area where young people experience confusion today is in the area of courtship and dating. What is expected of a young person on a date? Can older people offer any worthwhile advice? These are just some of the questions to be discussed in this course. Others to be determined by the students. II.

WS/RS 129. FEMALES IN THE MALE CHURCH. (1)

This course will study the attitudes towards women in the Bible and the history of Christianity and attempt to identify the roles that women would like to exercise in the Church today. II.

WS/SO 129. MINORITY WOMEN IN AMERICAN SOCIETY. (1)

A study of the female's traditional and changing roles in various minority groups (religious, economic, racial, ethnic) in American society. I.

WS/SO 129. SOCIALIZATION AND ROLES OF WOMEN. (1)

Analysis of the socialization and education of the American female, the consequences of this socialization, and the roles women traditionally perform and may perform in the future. I.

WS/SO 129. SOCIOLOGICAL PERSPECTIVES. (1)

Cross-cultural comparisons. Examination of women's roles in various societies. I.

WS/SO 129. WOMEN AND AGING. (1)

Examines the effects of aging, biological and psychosocial, on women. Special emphasis on social status of aged women; economic security; employment, retirement, income maintenance. I.

WS/ST 129. WOMEN AND THE MEDIA. (1)

A cursory study of women's rise and influence in theater and television — from historical rejection to modern acceptance; her expanding presence and power in a "viewing" world will be considered by noting her shift from merely artistic endeavors to administrative positions, to writing and newscasting, among others. II.

ADMINISTRATION



BOARD OF TRUSTEES

- Alfred J. Blasco** (1967) Senior Vice President, Interstate Securities Corporation, Kansas City, Missouri. Chairman.
- Sister Mary Laurent Duggan** (1971) Music Faculty, St. Anthony High School, St. Louis, Missouri.
- Sister Olive Louise Dallavis** (1962) President, Avilo College, Kansas City, Missouri.
- Sister Mona Marie Buegler** (1971) Coordinator of Institutional Research, Fontbonne College, St. Louis, Missouri.
- Mrs. Clarence Goppert** (1969) Director, Goppert Foundation, Prairie Village, Kansas.
- Norman P. Gardan** (1967) Attorney and Senior Partner, Gordon, Adams, and Gordon, Kansas City, Missouri.
- Ole C. Jensen** (1969) C.P.A. and Business Consultant, Kansas City, Missouri.
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- Sister Helen Zambrawicz** (1973) Sisters of St. Joseph of Corondelet, Kansas City, Missouri.

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- Sister Olive Louise Dallavis** (1952) President. B.M., Fontbonne College; M.M., University of Illinois.
- G. Richard Scott** (1964) Academic Dean. Associate Professor of History and Political Science. B.A., M.A., Central Missouri State University.
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STANDING COMMITTEES

The president and academic dean are ex officio members of all college committees.

Committee on Academic Affairs

academic dean, chairmen of departments, and two students

Committee on Library

librarian, assistant librarians, a faculty representative from each department, and two students

Committee on Teacher Education

chairman of the department of education and psychology, three faculty members, and two students

Committee on Admissions and Scholarships

academic dean, registrar, director of admissions and financial aids, director of counseling, health and related services, five faculty members, and two students

Committee on Financial Aid

financial aid administrator, business manager, director of admissions and financial aids, financial aid coordinator/business office, one faculty member, and two students

Colleges conducted by the
Sisters of St. Joseph of Carondelet

Avila College
Kansas City, Missouri

Fantbanne College
St. Louis, Missouri

Mount St. Mary's College
Los Angeles, California

The College of St. Catherine
St. Paul, Minnesota

The College of Saint Rose
Albany, New York

St. Mary's Junior College
Minneapolis, Minnesota

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Avila College admits students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, admission policies, scholarship and loan programs and athletic and other school-administered programs.

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